

# RFP FOR A CONSULTANT: LIAISON ADVISOR OF THE PHILANTHROPIC FOUNDATIONS MECHANISM (PFM) for relations with the Committee on World Food Security (CFS)

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- Organization name: Panorama Global
- Project host: Global Alliance for the Future of Food
- Time requirements: equivalent of 2 days/week, 1 year contract with possibility of renewal
- Location: Central Europe, with frequent travels to Rome, Italy
- Start: 1 October 2025

## BACKGROUND ON THE CFS & PFM

### THE COMMITTEE ON WORLD FOOD SECURITY (CFS)

The [Committee on World Food Security \(CFS\)](#) was [reformed in 2009](#) and repositioned as the foremost inclusive international and intergovernmental platform for all stakeholders to work together to ensure food security and nutrition for all. The Committee reports to the UN General Assembly through the Economic and Social Council (ECOSOC) and to the Food and Agriculture Organization (FAO) Conference. The CFS receives its core funding equally from the [FAO](#), [International Fund for Agricultural Development \(IFAD\)](#) and [World Food Programme \(WFP\)](#). Additional contributions from Member States and other resource partners are provided on a voluntary basis to support specific CFS workstreams and activities.

Using an inclusive multi-stakeholder approach, the CFS develops and endorses [policy products](#), such as recommendations and guidance on a wide range of food security and nutrition topics. These outputs are developed on the basis of evidence-based reports produced by the [High Level Panel of Experts on Food Security and Nutrition](#) (HLPE) and/or through work supported technically by FAO, IFAD, WFP and representatives of the CFS Advisory Group. Policy recommendations are then discussed in Open-Ended Working Groups and endorsed by the Plenary at the annual sessions.

The CFS framework includes formal participation roles for philanthropic organizations, as well as civil society, the private sector, research institutes and other UN agencies. The [civil society](#) and the [private sector](#) have established formal mechanisms to facilitate and diversify their participation.

Since the 2009 Reform, [Bill and Melinda Gates Foundation \(BMGF\)](#) has served on the Advisory Group of the CFS. Seven years ago, efforts were made to broaden this

representation to include additional foundations. Since then, there is growing interest from philanthropic organizations to more formally engage with the CFS.

## THE PHILANTHROPIC FOUNDATIONS MECHANISM (PFM)

In 2021, a proposal to establish the [Philanthropic Foundations Mechanism](#) (PFM) was formally developed by the Bill & Melinda Gates Foundation (BMGF), [the Agroecology Fund](#) (AEF), and [the Global Alliance for the Future of Food](#) (GA). The objective was to create a coordinated platform for philanthropic organizations to engage more effectively in the work of the Committee on World Food Security (CFS)—including contributing to policy negotiations, consultations, the High-Level Panel of Experts (HLPE) process, and broader decision-making. Since its inception, the PFM has become operational with the establishment of a governance structure, a shared identity and branding, and active participation in all relevant CFS activities through its Coordination Committee and a shared Consultant.

The core function of the PFM is to coordinate and amplify the collective engagement of philanthropic organizations in CFS processes. To fulfill this role, the PFM undertakes several key functions, including:

- i) facilitating the exchange of information, analysis, and experiences among participating foundations;
- ii) developing joint positions where appropriate;
- iii) serving as a liaison to the CFS and, when necessary, its Bureau, through representatives appointed by the PFM Coordination Committee; and
- iv) organizing philanthropic forums and other events aligned with CFS sessions to foster collaboration, visibility, and impact.

## CONSULTANT SCOPE OF WORK

The Philanthropic Foundation Mechanism is seeking a Consultant: Liaison Advisor for the Philanthropic Foundations Mechanism (PFM) in its engagement with the Committee on World Food Security (CFS).

Reporting to Coordination Committee of the PFM (Lead: Deputy Director of Advocacy and Communications of BMGF, Co-Leads: Co-Director of the AEF, and Deputy Director at the GA) this Consultant: Liaison Advisor will support the Mechanism by coordinating strategic engagement with the CFS, facilitating collaboration among philanthropic actors, advancing communications and governance, and strengthening outreach, positioning, and policy contributions.

### PFM Committee and CFS Coordination

- Coordinate among the PFM's Coordination Committee members— BMGF, AEF, and GA—and other philanthropic actors as the PFM grows.
- Coordinate ongoing information exchange and advise on the development of collaborative statements and positions.

- Analyze areas for convergence across CFS workstreams and synthesize inputs for recommendations to the Coordination Committee on shared action.
- Advise on the implementation of the PFM's strategic objectives and priorities through outreach, engagement, convening, and communications.

#### Administration

- Coordinate the archive of relevant documentation for the PFM.
- Prepare and distribute quarterly PFM meeting packages, including agenda development, scheduling, note-taking, and follow-up.
- Coordinate communications among PFM members.
- Advise on collaboration strategy and the articulation of joint philanthropic positions.

#### Strategy

- Advise the PFM Coordination Committee on strategic priorities and outreach strategies to engage new philanthropic actors.
- Deliver effective implementation of agreed upon governance mechanisms.
- Develop the PFM 2025 Annual Report and contribute to a year-end evaluation document in collaboration with the PFM Lead..

#### Communications

- Coordinate the content for the project's website with PFM statements, documents, and key event summaries.
- Ensure careful documentation of PFM contacts, documents, and relevant resources.
- Develop communication strategies to enhance visibility and collaboration among PFM members.

#### Engagement with the Committee on World Food Security (CFS)

- Identify opportunities for PFM engagement in CFS workstreams in collaboration with the PFM Lead and Coordination Committee.
- Draft formal statements, positions, and recommendations on behalf of PFM for CFS processes as requested.
- Attend CFS Bureau and Advisory Group (B&AG) meetings and draft the B&AG annual reporting exercise.
- Support PFM engagement in CFS Plenary Sessions, including side event planning, readouts, joint statement development, and post-event reporting..

- Attend CFS Open-Ended Working Groups, Technical Task Teams (TTTs), High-Level Events, and negotiation policy processes, providing timely reports and summaries to PFM members (currently GA, AEG, BMGF).
- Deliver communications with the CFS Secretariat on behalf of PFM.

#### *Outreach and Relationship Building*

- Advise on strategic opportunities to engage with stakeholders aligned with the PFM's objectives.
- Deliver targeted outreach to existing CFS participants, including the Civil Society and Indigenous Peoples Mechanism (CSIPM), Private Sector Mechanism (PSM), Rome-based agencies, and the CFS Secretariat.
- Advise the Coordination Committee in cultivating relationships with other philanthropic foundations and networks interested in global food governance.

## DELIVERABLES

Due Date	Deliverable	Output Specifications
15 Oct 2025	CFS53 participation package	Draft joint statements (3-5) CFS Side events agenda support
15 Nov 2025	CFS53 reporting	CFS53 Readout
15 Dec 2025	Q4	Quarterly meeting Q4 agenda and reporting
28 Feb 2026	Annual Report	2025 PFM Annual Report and year-end evaluation
31 Mar 2026	Q1	Quarterly meeting Q1 agenda and reporting
30 June 2026	Q2	Quarterly meeting Q2 agenda and reporting
31 Jul 2026	Mid-year Report	Mid year report on progress and achievement
30 Sep 2026	Q3	Quarterly meeting Q3 agenda and reporting

## WHAT WE'RE LOOKING FOR IN A CONSULANT

### *Communication and facilitation*

- Strong written and verbal communication; able to convey complex ideas clearly and build consensus.
- Skilled in tailoring communications to diverse audiences.
- Politically astute and creative in approach; effective at fostering productive relationships and engagement across networks.
- Strong facilitation skills to guide meetings, surface areas of convergence, and navigate differences among philanthropic actors and partners.

### *Diplomacy*

- Experienced in navigating diverse stakeholder perspectives and fostering collaborative decision-making.
- Effective in negotiation, multi-stakeholder dialogue, and relationship-building in politically sensitive contexts.
- Ability to assess complex political and institutional dynamics and identify strategic entry points for influence.

### *Information management*

- Able to critically source, assess, organize, and disseminate relevant information for strategic and operational use.

### *Research, analysis, and writing*

- Proficient in synthesizing information from various sources to produce accurate, insightful, and actionable content.
- Capable of drafting high-quality reports, policy inputs, and strategic documents.

### *Project and task management*

- Strong organizational skills; able to manage multiple priorities and meet deadlines with attention to detail and quality.
- Competent in planning, executing, and monitoring work plans and deliverables.

### *Collaboration*

- Highly collaborative and culturally competent, with the ability to work effectively across diverse teams and geographies.

- Deep understanding of philanthropic roles in food systems transformation; passionate and mission-driven.

#### *Self-management and adaptability*

- Ability to work independently, manage ambiguity, and adjust to evolving priorities.
- Proactive in identifying opportunities and managing time effectively in a part-time, remote setting.

## QUALIFICATIONS

### REQUIRED

- Minimum of 5 years of professional experience related to food systems and global governance.
- In-depth understanding of the multilateral system, particularly global food governance, and its intersections with climate, biodiversity, water, and human/labor rights.
- Demonstrated experience in high-level communications, coordination, and stakeholder engagement.
- Strong writing and reporting skills in English; ability to communicate complex ideas clearly to diverse audiences.
- Bachelor's degree in a relevant field (e.g., political science, international relations, food systems) or equivalent professional experience.
- Proficiency with basic digital tools (e.g., content management systems, cloud-based drives, virtual meeting platforms).
- Ability to manage multiple priorities, work across time zones, and meet deadlines in a part-time, remote environment.
- High cultural competence, collaborative spirit, and commitment to equity and inclusion.
- Proven ability to build trust-based relationships and operate with discretion, professionalism, and independence
- Open to diverse opinions and points of view and promote collaboration, conflict resolution, and decision-making.
- Able to perform with minimal supervision and direction.
- Flexible schedule for a sometimes-unpredictable workflow.

### PREFERABLE

- Previous working experience within the UN context.
- Graduate degree in the associated field.
- Experience living and working in the Global South.
- Knowledge of group dynamics and systems theory.

- Financial and project management experience.
- Fluency in Spanish and/or French.

We welcome and encourage applications from under-represented minorities and we value diversity.

### RFP PROCESS

This Consultant Liaison Advisor is a consultant position contracted with Panorama Global. Invoicing will occur in USD monthly based on a report of actual hours worked and invoice submitted, with payment due within 30 days of invoice receipt.

Please send a cover letter, CV, and any relevant certificates to [cfs.pfm@gmail.com](mailto:cfs.pfm@gmail.com) by August 16th 2025.

Interviews will be held online:

- First round: August 21st and 22nd
- Second round: September 5th
- Final interview: September 10th

For any inquiry please contact [cfs.pfm@gmail.com](mailto:cfs.pfm@gmail.com)