

Practical **ACTION**

Job Profile

SENIOR BUSINESS DEVELOPMENT OFFICER



Practical Action

ABOUT US

We are an international development organisation putting ingenious ideas to work so people in poverty can change their world.

We help people find solutions to some of the world's toughest problems. Challenges made worse by catastrophic climate change and persistent gender inequality. We work with communities to develop ingenious, lasting and locally owned solutions for agriculture, water and waste management, climate resilience and clean energy. And we share what works with others, so answers that start small can grow big.

We're a global change-making group, working with communities who are vulnerable to poverty and climate change to support them to change their world. Together we develop innovative, community powered and locally owned solutions that achieve transformative change in lives and livelihoods. And we work with a range of partners, including governments, business and international organisations to ensure improvements are sustained and scaled and to change the systems that keep people poor and vulnerable.

We were founded in 1969 by radical economist EF Schumacher who challenged the development thinking of the time. He believed in solutions suited to context, equipping people with the skills and knowledge to change their situation, economic systems that work for all and living within the planets means. This ethos continues to fuel all our work. Schumacher was the author of 'Small is Beautiful: A study of economics as if people mattered'. In our work we start 'small', ensuring we understand what is already working but we aim big focussing on what will deliver the systems change required.

We have over 50 years of experience working across Africa, Asia and Latin America. Our group consists of a UK registered charity with experienced country teams, an expert consulting service and an independent development publishing company. We combine these specialisms to multiply our impact and help shape a world that works better for everyone.

OUR AIMS

We work across four thematic areas. Much of our most impactful work combines our expertise across issues to solve complex and interconnected problems such as supporting smallholder farmers with renewable energy to increase yields and open up bigger opportunities for the wider economy.

Harnessing energy that transforms for the one billion people without electricity, and the three billion people without clean cooking solutions. We're bringing together rural communities, displaced people, energy providers and decision makers to put clean energy to work. By 2025, our work with partners will have led to affordable, low-carbon energy access and cleaner cooking for two million people in 'last mile' communities and 18 million people through wider systems change.

Building resilience that protects for vulnerable people whose lives and livelihoods are threatened by climate-related and natural hazards. We're working with people threatened by natural and climate related hazards, reducing vulnerability and minimizing the impact on their lives and livelihoods.

By 2025, our work with partners will have enhanced risk knowledge systems so that four million people living in hazard-prone, climate-vulnerable communities are better protected.

Making cities fit for people for the millions of people living in urban slums and settlements without proper sanitation, clean water and waste services. Our work with communities is making cities in poorer countries cleaner, healthier, fairer places for people to live and work, with clean water for drinking and sewage safely contained, collected and processed. By 2025, our work with partners will have led to improved water, sanitation and waste management services for one million people living in slum communities and a further 2.4 million people through wider systems change.

Cultivating farming that works for smallholder farmers struggling to make a sufficient income and adapt to the negative effects of climate change. We're teaming up with smallholder farmers, many of whom are women, so they can adapt to climate change and achieve a good standard of living. By 2025, our work with partners will have improved food security and incomes for two million people in rural communities and a further one million people through wider systems change.

Practical Action

ABOUT THE ROLE

Our Vision

Practical Action's vision is of a world that works better for everyone.

Scope

Title	Senior Business Development Officer
Reporting to	Strategic Bid Manager
Directorate	Fundraising, Marketing and Communications (Business Development Strategy Unit)
Location	This will be a global role based either in the UK or in one of our country offices in Kenya, Rwanda, Senegal, Zimbabwe, Peru, Boliva, Nepal or Bangladesh.
Duration	Permanent
Grade	Competitive - Will be benchmarked at local grading structures depending on country office where based.
Travel	Some international travel may be required

About the role

This position sits within our highly successful Strategic Business Development team, whose role is to support our teams across the world to identify, engage and win funding from some of the largest and most high-profile donors.

Working with colleagues from across the organisation, your focus will be on leading and winning medium-sized opportunities, from existing and new donors. Who these donors are is dependent on the skills and experience you can bring to the role.

Alongside this, you will play a critical role in supporting bid teams working on larger or more complex opportunities.

We are embarking on a new and ambitious strategy and the role offers an amazing opportunity for an ambitious business development professional to help deliver that growth.

About you

You have a solid track record in business development and are comfortable identifying, leading and winning funding opportunities. This could be from institutional donors, international trusts & foundations, climate finance, innovation funding, USAID or carbon finance.

You will be a pro-active, self-starter, who is confident at building relationships with a wide range of people; you have great project management skills; and it goes without saying you're an exceptional communicator.

You need to be self-confident, highly organised and a confident problem solver. And whilst you will need to be passionate for the cause, you also need to be a calm head when things get busy.

The role occasionally requires very intense periods of working – either where you are based or in the country where the bid is being developed. The ability to flex a working schedule and to travel occasionally is a requirement of this role.

Accountabilities

- Deliver exceptional relationship management for a portfolio of existing projects and donors, where the donor relationship is UK-led.
- Research, identify, engage and lead on winning medium-sized opportunities, from existing and new donors.
- Provide support to bid teams working on larger, strategic proposals.
- Support and promote the use of Practical Action's Business Development Processes.
- Work with colleagues globally to ensure we maximize opportunities to engage with donors, for example at conferences, events or meetings.
- Represent Practical Action at events.
- Keep abreast of priorities in country offices to ensure they have the business development support they need.
- Maintain accurate records within Practical Action's database.

PERSON PROFILE

Person Specification

- Business development experience, in an international organisation.
- Experience of one or more of the following: institutional donors, international trusts & foundations, climate finance, innovation funding, USAID or carbon finance.
- Good project management skills, with experience of coordinating bid teams and proposal development.
- Excellent understanding of the international development funding environment and key trends.
- Experience of representing your organisation externally at events or donor meetings.
- Excellent writing, analytical, and numeracy skills and the ability to synthesize and communicate complex information.
- Ability to manage multiple responsibilities and to set priorities.
- Proven track record of making sound decisions, based on evidence, opportunities and risks.
- Commitment to development principles and Practical Action's vision, mission and ambition.

Skills, Abilities and Competencies:

- Able to work with a high degree of flexibility and autonomy.
- Ability to work as part of a team, to apply initiative and common sense and prioritise work accordingly.
- Focused on getting the job done, including anticipating blockages and challenges and finding solutions to overcome them.
- Ability to work well under pressure and to deadlines.
- An excellent working knowledge of Microsoft Office (Outlook, Excel, Word and PowerPoint).
- Enthusiastic and results driven.
- A willingness to travel.
- Fluent written and spoken English.

APPLICATION INFORMATION

Why join us?

The opportunity to work for an organisation that is making a positive difference to the lives of people worldwide, a friendly and supportive culture, and working with values-driven and highly engaged colleagues are just some of the reasons we think Practical Action is a great place to work.

This will be a global role based either in the UK or in one of our country offices in Kenya, Rwanda, Senegal, Zimbabwe, Peru, Boliva, Nepal or Bangladesh. The final salary and benefits for this role is dependent on the country of base and job market conditions.

The successful applicant must have the pre-existing right to both live and work in the country from which they will be based. They must be in a commutable distance from one of our global offices, as the successful candidate would be expected to attend the office on regular occasions.

Additional information

Practical Action believes that having a diverse workforce and inclusive workplace culture based on respect will enable us to be an effective organisation. We seek to create an inclusive workplace in which people are accepted as individuals, regardless of their differences and where they feel their contribution is valued. Practical Action is an equal opportunities employer, and we encourage applications from under-represented groups.

We stay committed to cultivating an inclusive and diverse working environment and believe that people from different backgrounds or cultures give us different perspectives, and the more perspectives we have, the more successful we will be. By building a culture where everyone feels heard, respected, and valued we give everyone working with us the opportunity to achieve their full potential.

Practical Action is committed to safeguarding and protecting children and vulnerable adults and as such candidates will be subject to pre-employment checks including criminal checks and terrorist financing.

Closing date for applications: Monday 16th September 2024. Please note that should we recruit a suitable candidate before the closing date, we will close applications earlier than the specified date.

Interviews: It is anticipated that interviews will take place in the week commencing 23rd September 2024

If you do not hear from us within five weeks of the closing date, please assume your application has not been successful on this occasion.

HOW TO APPLY

If you want to work for a charity with significant people ambitions, then we would like to hear from you. To apply go to www.Practicalaction.org/jobs to view the full recruitment pack.

Please submit a copy of your CV (maximum of 3 sides of A4) and send us a supporting statement that includes the answers to the following questions:

1. Why do you consider yourself a good candidate for the Senior Business Development Officer role at Practical Action?
2. What previous experience do you have specifically with institutional donors, international trusts & foundations, climate finance, innovation funding, USAID or carbon finance?