

## Job Description: Senior Manager for Business Development and Strategic Partnerships

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<b>Name of the Position</b>	<b>Senior Manager for Business Development and Strategic Partnerships</b>
<b>Reportable to</b>	<b>Country Director (Expansion &amp; Innovation)</b>
Date of Starting	1st September 2024
Direct Reports	N/A
Location	Dhaka
Key Relationships (titles)	Business Development Managers in Netherlands Team, Country Director (Programmes & Operations), Head of Policy Advocacy & Knowledge Management, Sr Manager for MEAL, Head of Program Development and Quality Control, other members of the Country Management Team, Team Leads, Project and Programme Manager
Travel	Frequent local and sometimes international travel involved

### Introduction:

Max Foundation is an international nonprofit organization dedicated to ensuring a healthy start in life for every child, particularly in vulnerable communities in Bangladesh and Ethiopia. Since its establishment, the foundation has made significant strides in combating child mortality through innovative and sustainable interventions in water, sanitation, and hygiene (WASH), Nutrition, Food security, Climate Change, Child Disability and maternal health. The foundation's approach leverages evidence-based strategies and fosters dynamic partnerships with local communities, government bodies, and the private sector to create resilient ecosystems for child health. With a strong focus on inclusivity, adaptability, and cost-effectiveness, Max Foundation has impacted millions of lives, particularly in Bangladesh, where it has implemented various successful projects since 2012. The organization's commitment to data-driven, entrepreneurial, and impact-oriented methods has led to notable achievements, such as significant reductions in child stunting and undernutrition.

Max Foundation's core strategies revolve around three primary focus areas: Water, Sanitation & Hygiene (WASH), Food & Nutrition Security (FNS), and Maternal & Adolescent



Health (MAH). To maximize the effectiveness and sustainability of their interventions, we apply two critical lenses: Climate Change Resilience and Gender Equity & Social Inclusion (GESI). The organization is committed to empowering local communities through capacity building, fostering market-based solutions by supporting micro-entrepreneurs, and strengthening systems by collaborating with various stakeholders. Max Foundation also emphasizes continuous improvement and data-driven decision-making to enhance their approaches. Our ultimate goal is to provide a healthy start in life for as many children as possible, ensuring long-term positive impact through innovative and inclusive strategies.

As Max Foundation continues to expand its reach and innovate its programs, it remains dedicated to empowering communities and fostering sustainable development to ensure that every child not only survives but thrives.

To further our objectives, we are seeking a highly motivated and dynamic Senior Manager for Business Development and Strategic Partnership Building.

### **Role Purpose:**

This role is crucial for raising funds, developing project concepts, communicating with potential donors, and building partnerships and consortia. The ideal candidate will have a proven track record in business development, strategic thinking, and the ability to foster strong relationships with diverse stakeholders. The Head of Business Development and Strategic Partnership Building will play a pivotal role in advancing Max Foundation Bangladesh's mission and ensuring the long-term sustainability of our programs.

The Head of Business Development and Strategic Partnerships will drive Max Foundation's mission to provide a healthy start for every child through innovative and sustainable solutions. This role will focus on strategic planning, securing funding, and fostering partnerships to support our programs in WASH, nutrition, and hygiene, ultimately contributing to our goal of reducing childhood stunting and improving overall child health in Bangladesh.

### **Responsibilities**

- Develop and implement a comprehensive business development and strategic partnerships strategy.
- Identify, evaluate, and pursue funding opportunities from national and international donors.
- Lead and manage donor engagement efforts, including communication, meetings, and follow-up.
- Build and maintain robust and sustainable relationships with key stakeholders and funding agencies.
- Conduct market research and competitive analysis to inform partnership strategies.
- Develop and manage a pipeline of funding opportunities across various programs.
- Prepare and present donor briefs, value proposition, capacity statements and funding proposals.

- Lead negotiation and contracting efforts with donors and partners.
- Monitor and report on the performance and impact of business development initiatives.
- Provide guidance and support to program teams on donor requirements and funding opportunities.
- Foster a culture of innovation and continuous improvement within the business development team.
- Represent the organization at external events, conferences, and meetings to enhance visibility and build networks.
- Develop and implement metrics to track progress towards business development goals.
- Establish specific targets for business development and review progress regularly.
- Ensure the organization is well-positioned as a key player in the WASH, Nutrition, FNS, Climate Change and Reproductive health sector highlighting our Entrepreneurial and data driven approaches ( i.e. Healthy Village, Water Business, women m etc) micro entrepreneurship.
- Provide regular updates and intelligence on donor trends and opportunities to senior management and relevant teams.

#### Other Responsibilities

- Represent Max Foundation at relevant forums, conferences, and events to enhance organizational visibility.
- Collaborate with internal teams such as program, finance, and M&E teams to ensure alignment and integration of business development activities.
- Support the development of annual planning, annual reports, audits, and risk management plans.

#### Essential Person Specifications

- **Education:** Master's degree in social science, Development Studies, Business Administration, Economics, Agriculture, or related fields from a reputed University or institute in Bangladesh or abroad.
- **Professional certification** and relevant post graduate education from a recognized institution is an advantage.

#### Desired Experiences, Skill, Personal Aptitude and Behavioural Requirements

##### Experiences

- **Work background:** Minimum of 10 years in business development, fundraising, and partnership development in Bangladesh, including at least 5 years in a senior role within an INGO, UN agency, or research organization.

- Business development Networking: The candidate must have strong network with Donors, Embassies, Financing institutes, INGOs and development networks with an ability to build and nurture relationship.
- **Strong negotiation, communication, and presentation skills:** Proven ability to negotiate and manage complex partnerships and deals.
- **Proficiency in common Microsoft programs:** Essential for managing communications, documentation, and presentations.
- **Excellent command of English:** Both written and verbal, crucial for drafting proposals and communicating with international stakeholders.
- **Experience in business development and fundraising:** Demonstrated track record in securing funds from USAID, EU, FCDO, Embassies, private sector (i.e. Unilever, CocCola, International Banks etc), private & corporate foundations and other international aid agencies and similar sources.
- **Proven ability to develop and execute a comprehensive partnership and business development strategy:** Aimed at driving revenue growth, market expansion, and product innovation.
- **Experience in relationship management:** Establishing and nurturing relationships with key stakeholders including technology partners, channel partners, and other relevant industry players.
- **Market research and competitor analysis skills:** Conducting due diligence to make informed decisions and drive deals forward.
- **Leadership in strategic initiatives:** Leading the development and execution of strategic initiatives to accelerate organizational growth.
- **Experience in a high-growth environment:** Proven track record in a fast-paced, high-growth startup or similar environment.

#### Technical and diplomatic Skills

- **Strategic Thinking and Planning:** Ability to develop long-term strategies aligned with the organization's goals.
- **Financial and Analytical Skills:** Strong financial acumen and analytical skills to evaluate opportunities and track partnership performance.
- **Business development Leadership and Management:** Experience in managing business development related resources and consultants etc, providing guidance and support to achieve the predefined objectives
- **Adaptability and Problem-Solving:** Ability to adapt to changing environments and solve complex problems efficiently
- **Cross-functional Collaboration:** Proficiency in working with various internal teams such as product development, marketing, legal, and finance.
- **Strategic Negotiation Expertise:** The candidate should demonstrate advanced negotiation skills, capable of navigating complex agreements diplomatically to secure advantageous partnerships for the organization.
- **Consensus Building:** Ability to build consensus among diverse stakeholders by understanding and integrating their perspectives into cohesive business strategies, fostering collaboration and long-term relationships.

- **Industry Expertise:** In-depth knowledge of relevant industries (e.g., water, sanitation, and hygiene, Nutrition, food security, relevant national Policies) and familiarity with emerging trends and technologies.

#### Language & Communication:

- **Language Proficiency and Presentation Skills:** The candidate must demonstrate excellent proficiency in English language speaking, comprehension, and writing. They should excel in delivering high-level presentations that are clear, engaging, and persuasive.
- **Business Communication Tools:** Proficiency in using relevant computer software to develop business communication materials is essential. The candidate should exhibit strong attention to detail and creativity in designing and editing written and visual communication materials.
- **Clarity and Conciseness:** Ability to communicate complex ideas clearly and concisely is crucial. The candidate should be adept at crafting compelling written communications and delivering articulate verbal presentations that resonate with various stakeholders.
- **Adaptability and Versatility:** The candidate must showcase adaptability in their communication style, tailoring it effectively to different audiences and purposes. They should be proficient in utilizing presentation software to create impactful presentations that meet diverse business needs.

#### Personal Aptitude and Behavioural Requirements

- **Personal Aptitude:** Self-motivated, organized, problem-solver with the ability to work under pressure and meet deadlines.
- **Behavioural Requirements:** Team player with a commitment to gender and cultural awareness. Ability to foster mutual trust and understanding within diverse teams.
- **Emotional Intelligence:** Demonstrated ability to manage interpersonal relationships judiciously and empathetically.
- **Desired Skills:** Familiarity with WASH, nutrition, and hygiene sectors. Knowledge of business development cultures and donor landscapes in Bangladesh and beyond.

#### Salary and benefits :

- This is a senior manager position in Max Foundation Bangladesh office. The salary is negotiable. Starting salaries are decided based on internal equity, candidate experience, and local labour market conditions. If you seek more information about your opportunities with us, please feel free to inquire further.

#### Safeguarding:

- Max Foundation Bangladesh is dedicated to preventing all forms of misconduct in the workplace, including sexual harassment, exploitation, abuse, lack of integrity, and financial misconduct. We expect our staff to uphold the welfare of children, young people, and adults at all times. Our Code of Conduct reflects these expectations, and



we prioritize recruiting individuals who share and actively demonstrate this commitment.

- At Max Foundation, we offer equal employment opportunities (EEO) to all employees and qualified applicants without regard to race, colour, religion, gender, gender identity, ancestry, sexual orientation, national origin, age, disability, marital status, or veteran status.

### **How to Apply**

Interested candidates should send their application letter and recent CV to [kumkum@maxfoundation.org](mailto:kumkum@maxfoundation.org) no later than 8 August, 2024.