

Business Development Manager – National Office, WV South Sudan

Location: [Africa] [South Sudan]

Town/City: Juba

Category: Field Operations

Job Type: Fixed term, Full-time

***Please submit your CV in English.**

PURPOSE OF THE POSITION:

The Business Development Manager (BDM) is responsible for providing management support and facilitation to programme design and resource acquisition for World Vision's humanitarian response, resilience, and development programming.

Leading a team of Programme Officers, the BDM will be responsible for ensuring designs of proposals and concept papers are needs-based, contextually-appropriate, compliant with donor and partner guidelines, and of high quality. The position will support the Program Development Director in building the program development team strategy and cultivating new and existing relationships with various stakeholders (donor governments, partners, multilaterals, UN, WV partnership offices, etc.) to grow and diversify funding.

KEY RESPONSIBILITIES:

Strategy Development:

- Contribute to the development and implementation of World Vision South Sudan (WVSS') 2021-2025 strategy, in line with the global partnership's Our Promise strategy.
- Contribute to the Program Development Department's annual business plan in line with the national office strategy and in collaboration with internal stakeholders.
- Support WVSS' partnering approach for local, national, international actors and consortia development.

Resource Acquisition and Proposal Development:

- Pre-position WVSS as a leader, in line with strategic priorities, among donors and partners (including working with NGOs in consortium).
- Assess levels of risks associated with new opportunities to facilitate and defend informed go / no-go decisions.
- Provide leadership to and support quality assurance for all project proposals and oversight to the coordination of proposal development teams.
- Lead the acquisition, design and development process for assigned proposals.
- Lead or support design workshops, ensuring representation of various internal stakeholders and respective partners.
- Incorporate internal and international humanitarian standards into all project design in collaboration with technical sector specialists and program quality department.
- Lead efforts in forming consortia, ensuring due diligence and partnering processes are followed.

External Engagement:

- Work with the Program Development Director to identify, coordinate, cultivate, and maintain effective working relationships with donor and partner representatives.
- Represent WVSS at national (Juba) level coordination meetings with donors, stakeholders, INGOs, local organizations, and government officials.

Grant Start-Up, Implementation, and Reporting:

- Lead or facilitate the handover of approved projects to respective operations team.
- Support grant start-up and facilitate required trainings as necessary.
- Support Program Officers in timely submission of major reports or updates to donors or Support Officers.
- Coordinate grant amendments with donors or prime partners when necessary.

Team Leadership & People Management:

- Coordinate personal and professional development of Program Officers through adequate orientation, on-the-job coaching, mentoring, and identifying learning and training needs and opportunities.
- Performance management for Program Officers through development of performance objectives, continuous review and feedback, and timely annual evaluations.
- Foster positive team culture and promote effective and timely communication.
- Model Christ-centered servant leadership.

KNOWLEDGE, SKILLS AND ABILITIES:

- Minimum of a Bachelor's Degree in a development field.
- Leadership experience in program design and development, funding acquisition, program monitoring and evaluation, information management, capacity building, and compliance.
- At least 3 years field experience in a relief, humanitarian, or development environment.
- At least 1 year experience managing staff and teams.
- Previous experience with successful multi-million dollar donor proposal writing and budget preparation with a variety of bilateral and multilateral donors.
- Must have a clear understanding of the working of major bilateral and multilateral donors and partners, including their requirements and standards and ability to represent WVSS in a highly professional manner.
- Capacity building experience in project design, implementation, reporting, and evaluation.
- Computer knowledge including Microsoft Office (Word, Excel, PowerPoint) and Lotus Notes.
- Evidence of high level written and spoken English language abilities.

Preferred Skills, Knowledge and Experience:

- Master's Degree in a relevant field is preferred.

- Project planning and proposal writing certification, or comparable professional experience with proven results.
- Non-profit fundraising management certification, or comparable professional experience with proven results.
- Technical experience or demonstrated interest in a related humanitarian sector (for example, FSL, Health, WASH, Protection, Education, Peacebuilding, etc.), monitoring, evaluation, accountability, and learning, considered an asset.

Work Environment/Travel:

- Juba-based with up to 30% field travel (domestic and international).
- Ability to work in a hardship posting under stressful circumstances and across diverse timezones.
- Must be in good physical health to work under hardship and in a post-conflict, recovery state.