JOB DESCRIPTION

| **TITLE** | BUSINESS DEVELOPER |
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| **Reports To:** | [ INSERT NAME, TITLE] |

**Job Purpose**

The Business Developer is responsible for assisting [Organization Name] in connecting with potential partners to connect them with our services. Responsibilities include managing the existing partnership pipelines and seeking out new service opportunities. This role is vital to [Organization Name] as the Business Developer responsible for expanding our reach by identifying and exploring new and unexplored business prospects and relationships.

The Business Developer can be depended on to get in headfirst, take the initiative, and contribute to the growth of our company through partnerships. This person will work with and motivate a team of like-minded go-getters to achieve our company's mission.

**Duties and Responsibilities**

Overall Responsibilities:

* Manage both existing and prospective partners: generating new leads, locating and contacting decision-makers, analyzing potential service opportunities, selecting deals in accordance with strategies, and leading and facilitating pitch logistics.
* Develop strategies by examining the integration of new ventures: Develop and implement a company-wide outbound sales and business development strategy, sales processes, structure, and best practices.
* Assist in redesigning services from a “not for profit” model to a “for profit” model and able to connect with potential partners to deliver the services.
* Create user journeys for services and apply a lean approach to enhance User Experience using [Insert Software]
* Lead the creation of new partnership ideas and presentations in order to build and cultivate new business opportunities and partnerships.
* Support deal structure and pricing using partnership value analysis; negotiate prices for proactive bids and proposals.
* Recognize trends and consumer needs to develop a short/medium/long-term sales funnel that meets partners.
* Assist in the coordination and execution of marketing strategies and delegate activities that contribute to the achievement of strategic objectives
* Motivate sales staff, monitor their performance, and report on key metrics

**Qualifications**

* Bachelor’s degree in business, marketing, or a related field is considered an asset
* Minimum X years experience working in sales or business development with a successful track record in sales and negotiation
* Superior organizational skills and resourcefulness that assist in finding solutions to daily problems
* Adept with [Insert Software] and other tools which enhance the user experience
* Willingness to learn and use new software tools whenever needed
* Excellent verbal and written communication skills
* Excellent presentation skills
* Proficiency data analysis, forecasting, and budgeting
* Demonstrated ability to plan and manage resources

**Working Conditions**

* Ability to sit for long periods
* Working on evenings and/or weekends may be required
* Overtime may be required
* Some travel as required