

- Noumea-based position
- Attractive expatriate package
- Join the principal development organisation in the region

The Pacific Community (SPC) invites applications for the position of **Business Development Manager** within its Partnerships, Integration and Resource Mobilisation Office. This position will be located at its headquarters in Noumea, New Caledonia.

Description

The **Pacific Community (SPC)** is the principal scientific and technical organisation in the Pacific region, supporting development since 1947. We are an international development organisation owned and governed by our 27 country and territory members. In pursuit of sustainable development to benefit Pacific people, our unique organisation works across more than 25 sectors. We are known for our knowledge and innovation in such areas as fisheries science, public health surveillance, geoscience, and conservation of plant genetic resources for food and agriculture.

The **Partnerships, Integration and Resource Mobilisation (PIRMO)** is a newly established function at SPC, in 2021.

The role – the **Business Development Manager** will develop the SPC funding portfolio and diversify the types of funding received to enable long-term growth in our activities as required by SPC Member countries, maintain our organisational credibility, and evolve our reputation and brand value to ensure the best service possible to our Member countries and communities. The position will work with the PIRMO leadership team, led by the Director PIRMO, to create and establish enterprise-wide business development structures and processes, communities of practice, and to transform the organisation to embody an integrated, business development-oriented, and future's thinking culture and operating environment.

The key responsibilities of the role include the following:

Resource Mobilisation

- Clear strategies are in place for sourcing the right type of funding that supports the realisation of the long-term Key Focus Area's set out in the SPC Strategic Plan 2022-31.
- "Cornerstone" funding partnerships are secured that build capability and ensure the financial sustainability of the flagship programmes.
- Quality standards and tools for resource mobilisation (or sourcing funding) and programme development are in place.
- SPC's prospecting pipeline remains strong with business needs matched against the most suitable funding opportunities identified before engagement.
- The development of new opportunities with existing and potential funders is proactively lead and well co-ordinated across SPC.
- Exceptional proposal/grant writing that unlocks key funding sources.

Reputation and Brand Value

- SPC's network of funding partners, its brand, and key relationships are maintained and broadened through positive interactions and targeted prospecting campaigns.
- An organisational knowledge of brand value is instilled including its importance to supporting and driving funding negotiations.
- SPC's rich history of delivering value to the Pacific is well understood and promoted to leverage increased levels of funding.

Integration and Engagement

- The SPC Resource Mobilisation Strategy 2023-25 goals and key focus areas is used as the key framework for prioritising tasks and activities and referred to in discussion with other divisions.
- Development and co-ordination of integrated and member country engagement is coherent, mapped, and accessible, and a collaborative approach undertaken to assessing member country needs.
- Opportunities for synergies and new initiatives are identified and acted upon within the job-holders portfolio.

Leadership

- High quality direct reports are in place and delivering value across the organisation.
- Trusted source of resource generation knowledge for the Director and SLT members.
- A positive working environment is created and nurtured, promoting a culture of performance, transparency, and respect.
- Positive working relationships are developed and maintained with key internal and external stakeholders.

For a more detailed account of the key responsibilities, please **refer to the online job description**.

Key selection criteria

Qualifications

- University post-graduate degree in any of political or social sciences, business management, finance, economics, law, international relations, communication, or a related field, is required.

Technical expertise

- At least 15 years of progressively responsible and relevant professional experience and partnership responsibilities.
- A proven (multi-year) track record of significant success in business development and resource mobilisation.
- Experience in developing, managing and/or resource mobilising for long-term or multidisciplinary programmes of work in an international development, government, or academic context.
- Superior analytical, quantitative, and proposal/grant writing skills with a demonstrated ability to communicate resource mobilisation needs and themes, business analysis, and market assessment and matching donors' interests to organisational values and stakeholder impact.
- Demonstrated experience in identifying strategic opportunities and risks, designing, and implementing strategies and accompanying organisational change.
- Sound knowledge of the international development landscape and programme development and delivery at international, regional and/or country level.
- Demonstrated cultural sensitivity and awareness, and the ability to effectively work with stakeholders and team members from different cultural backgrounds.
- Strong project management skills, particularly the ability to work and deliver projects on-time while operating independently and under pressure.

Language skills

- Fluency in English (both oral and written) is required.

Interpersonal skills and cultural awareness

- Knowledge of Pacific Island countries and territories is an advantage.

Salary, terms and conditions

Contract Duration – This vacant position is budgeted for 3 years and is subject to renewal depending on funding and performance.

Remuneration – the **Business Development Manager** is a band 13 position in SPC's 2023 salary scale, with a starting salary range of 5,438–6,701 SDR (special drawing rights) per month, which currently converts to approximately XPF 823,681–1,015,022 (USD 7,286–8,979; EUR 6,902–8,506). An offer of appointment for an initial contract will normally be made in the lower half of this range, with due consideration being given to experience and qualifications. Progression within the salary scale is based on annual performance reviews. SPC salaries are not presently subject to income tax in New Caledonia.

Benefits for international staff employees based in New Caledonia – SPC provides subsidised housing in Noumea. Establishment and repatriation grant, removal expenses, airfares, home leave travel, health and life and disability insurances and education allowances are available for eligible employees and their eligible dependents. Employees are entitled to 25 working days of annual leave per annum and other types of leave, and access to SPC's Provident Fund (contributing 8 % of salary, to which SPC adds a matching contribution).

Languages – SPC's working languages are English and French.

Recruitment principles – SPC's recruitment is based on merit and fairness, and candidates are competing in a selection process that is fair, transparent and non-discriminatory. SPC is an **equal-opportunity employer**, and is committed to cultural and gender diversity, including bilingualism, and will seek to attract and appoint candidates who respect these values. Due attention is given to gender equity and the maintenance of strong representation from Pacific Island professionals. If two interviewed candidates are ranked equal by the selection panel, preference will be given to the **Pacific Islander**. Applicants will be assured of complete confidentiality in line with SPC's private policy.

Application procedure

Closing date: – 28 January 2024 - 11:00 pm (Noumea time)

Job Reference: CR000160

Applicants must apply online at <http://careers.spc.int/>

Hard copies of applications will not be accepted.

For your application to be considered, you must provide us with:

- an updated resume with contact details for three professional referees
- a cover letter detailing your skills, experience and interest in this position
- responses to all screening questions

Your application will be considered incomplete and will not be reviewed at shortlisting stage if all the above documents are not provided.

Applicants should not attach copies of qualifications or letters of reference. Please ensure your documents are in Microsoft Word or Adobe PDF format.

SPC does not charge a fee to consider your application and will never ask for your banking or financial information during the recruitment process.

Screening questions (maximum of 2,000 characters per question):

1. Describe your role as a Business Development Manager in enhancing and implementing a Resource Mobilisation Strategy in an organisation. Focus on key actions you took to drive key outcomes like diversifying funding sources or improving the organization's reputation.
2. As a Business Development Manager, how did you ensure that results and learnings were effectively integrated and communicated within and outside your organisation? Briefly describe your approach.

3. Share an example where you played a key role in developing or improving business development structures, distinct from but in collaboration with a Partnerships lead/team. Focus on your specific contributions and the impact on overall business development.