



JOB ADVERTISEMENT

SENIOR MANAGER, BUSINESS

Full-time staff position, based in London, UK with some travel.

August 2020



R-ID-123

Introducing Integrity

Integrity is an ethical consultancy and service provider working in challenging and complex environments around the globe.

We help our clients succeed in fragile and challenging environments while building trust and understanding as the basis for transformative change.

We work across all phases of the programme and project cycle, delivering ten complementary services: research, evidence and analysis / monitoring, evaluation and learning / data and knowledge management / programme and project management / grant and fund management / risk management / technical assistance / capability and capacity development / stakeholder engagement / communications. Our services are underpinned by the principles on which we were founded, a commitment to providing reliable information and evidence, and expert and high-quality delivery.

Headquartered in London and Washington DC, Integrity also has offices in Jordan, Kenya, and Pakistan. Our multi-national team of over 50 specialists deliver a diverse and global portfolio of projects for a range of government clients and international institutions including DFID, USAID, the FCO, US State Department and the World Bank.

We are guided by an organisational vision, mission and commitment.

Vision: Integrity sets the international standard for ethically delivered, expert services in conflict, post-conflict, and fragile contexts. We transform conflict and build stability, accountability, and prosperity.

Mission: We help clients and communities to build trust and understanding as the basis for transformative change. We do not advocate: we listen, comprehend, and recommend.

Commitment: We uphold the highest ethical standards in our service delivery, our employment of staff and our interaction with people. This ensures not only that our clients receive the best possible service but that we benefit the individuals and communities amongst whom we work.

Further information about Integrity can be found at www.integrityglobal.com.

Scope of Work

The role offers an experienced development sector professional the chance to support Integrity's continued growth by leading on our response to priority bids, developing key client relationships and building winning teams and consortia.

The role will report direct to Integrity's Head of Business Development while managing relevant team members as required. The position is UK-based with international travel.

Terms of Reference

The Senior Manager, Business role requires a mature, reactive and energetic individual with strong proposal-writing, negotiation and people skills. The right individual would combine the drive to compete for and win large-scale contracts with the emotional intelligence required to work across different teams, geographies and cultures.

A. Business Development (60%)

- Sponsor and/or manage bids from pre-positioning through to submission and handover to delivery teams, leading on:
 - Bid strategy – development of win themes and contribution to internal resource allocation
 - Bid management – development of bid plans and leadership of bid teams
 - Consortium building
 - Teaming
 - Section writing
 - Handover to delivery teams, including consortium and team communications
- Identify new opportunities and contribute to overall pipeline strategy.
- Support development of best-of-sector proposal processes including pre-positioning, thought-leadership, client-outreach, competitor mapping, consortium selection, technical and commercial submissions and project teaming.
- Oversee lessons learning and failure / success analysis to evolve and improve our win rate and the technical and commercial suitability of our proposals.

B. Strategy (10%)

- Support the development and execution of the business development strategy.
- Work with regional offices to build tailored strategies aimed at growing market share and our position in the market.

C. Account Management (15%)

- Assist in the implementation and coordination of the account management strategy, supporting:
 - Prioritisation of key and strategic accounts
 - Mapping of key accounts and the creation of in-depth account profiles
 - Development of individual account strategies
 - Monitor the health of each account and KPIs for account strategies
 - Actively engage accounts in order to build pipeline and enhance the winnability of our bids

D. Consultant Management (10%)

- Input into the company-wide identification, recruitment and relationship-management of best-of-sector project consultants, including dynamic and responsive teaming processes on key proposals.
- Input in the development, capture and use of regional and national consultant databases.

E. Staff Management (5%)

- Line manage select junior Integrity staff and/or corporate consultants.
- Work with colleagues under line management to develop their careers, contributing to professional advancement, job satisfaction and personnel retention.

Your Experience and Expertise

You will have:

- A degree in international development, international relations, business administration or a related discipline.
- 5-10 years' experience generating new business in international development.
- Demonstrated experience in winning and contracting large projects/programmes with DFID/ FCO/ UKG as well as other donors.
- Demonstrated experience managing a diverse client base and donor pipeline.
- Demonstrated experience working with international teams in different locations to successfully deliver bids.
- Strong proficiency with Word, Excel, and PowerPoint.
- Excellent ability to communicate, work in a team, and collaborate with individuals with diverse technical backgrounds and with external stakeholders including government entities and international agencies.

It is **desirable** that you will also have:

- Understanding and experience of USAID rules and regulations including familiarity with the FAR and AIDAR.
- Ability to take full ownership of preparing commercial/cost proposals.

Languages:

- Written and oral fluency in English, with the ability to write clear and compelling narrative;

Core Competencies

The candidate will have:

- Sound financial fluency.
- A diplomatic and personable approach to developing and managing relationships and representing the Integrity brand.
- A trusting and empowering approach to mentoring and managing team members.
- A considered, methodical, and intelligent approach to critically evaluating terms of reference and developing winning proposals.
- The ability to work under pressure and to tight deadlines with flexibility, efficiency and good nature.
- An ethical approach, personal integrity and a strong sense of self.

The candidate should also demonstrate the following core competencies:

Level 1: Team competencies	Level 2-4: Management competencies
<ul style="list-style-type: none"> • Ethics • Leadership • Planning and Organising • Development and Continual Learning • Results Focus and Initiative • Teamwork • Customer Orientation • Communication • Managing Change 	<ul style="list-style-type: none"> • Analytical and Flexible Thinking • Achievement Focus • Managing Resources • Teamwork and Team Leadership • Customer Orientation • Influencing • Organisational Knowledge • Organisational Alignment • Strategic Thinking • Accountability • Developing Talent

How to Apply

If you are interested in applying for this position, please complete the application form at <http://www.integrityglobal.com/apply-sm/> and attach a CV and Cover Letter at the bottom of your application.

The closing date for applications is **30 September 2020**. However, we will review candidates on a rolling basis and the vacancy may be filled before this deadline. **We encourage early applications.** Please be advised that only shortlisted applicants will be contacted.

Candidates must have the right to work in the UK.

Integrity is an equal opportunities employer. And positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. We will respect your confidentiality and abide by UK data protection laws.



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COMPREHEND
RECOMMEND**