



**Winter 2013**

## **Make your mark. Bring healing to East Africa.**

LifeNet International (LN) is currently recruiting a **New Business Development Officer** to *manage and expand development of external relationships with institutions, bilateral, and multilateral donors.*

LN is a nonprofit organization that creates innovative solutions for the everyday health challenges facing East Africa's poor. In 2011, LN launched a conversion franchise network in Burundi, East Africa to build the capacity of 10 local church-based clinics and hospitals through nurse training, management systems, growth financing, and medicine supply. We are rapidly expanding upon this foundation and target 60 partner facilities in Burundi by year-end 2014. Our goal is to improve clinical performance 50% within 24 months of partnership, but we regularly see performance double in that time. In addition, LN aims to help clinics achieve financial sustainability through our medicine supply and loan fund.

Burundi ranks as the third least developed country in the UN Human Development Index. Under five mortality is a staggering 141.9 per 1,000 children. The country's roughly 300 doctors serve a population of 8.5 million people and are largely concentrated in Bujumbura, the capital, where only 10% of the population live. LN aims to make significant and sustainable improvements in the health of Burundi's poor through our clinical network.

### **JOB DESCRIPTION**

The **New Business Development Officer (NBDO)** joins a team to lead new business development and grant acquisition to contribute to the LN's fiscal year resource targets. The NBDO coordinates a team of LN HQ, LN US, and Country Office staff in positioning for, developing, and managing the process to finalize innovative and competitive proposal documents for grant funding from US government agencies, multi-lateral organizations, and major global foundations based outside the United States. The NBDO coordinates the proposal process, including responsibility for relationship building across Africa and in partnership with the national offices, locally, to position LN to participate in consortia that will result in quality applications to the potential donors. Your work will directly impact our Burundi country program as we expand to serve 60 clinics with medical and business training, pharmacy supply, and equipment loans. You will also play a central role in raising the support we need to expand to other countries.

This is an entrepreneurial position. To succeed, the candidate must be an internally-compelled self-starter.

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You will report directly to the Executive Director and work closely with the US Director and other LN staff as needed. Position is based in Burundi and will require extensive regional travel. We are looking for an extraordinary individual with entrepreneurial drive and the ability to deliver results in a very challenging operating environment. Specifically, your responsibilities include:

Pre-proposal:

- Serve as primary point of contact for managing and securing large grants for bi-lateral, multi-lateral and other institutional donors. Facilitate the acquisition process for assigned proposals. Activities include but are not limited to the following:
- Represent LN and present concepts to appropriate bilateral and multi-lateral officials and foundation donors
- Gather intelligence for individual sector opportunities; a) develop key understanding of sector strategies by donor, b) follow up on specific sectoral procurement opportunities.
- Assess level of risks associated with opportunity and ensure sufficient alignment with all relevant LN strategies at the Country Office and HQ levels and use information to make recommendations whether or not to pursue specific opportunities.
- In collaboration with Executive and US Director, engage and pre-position LN with NGOs and universities colleagues to develop consortia
- Connect with decision-makers in local embassies and missions in addition to major foundation representatives.
- In the future and as requested, help build the capacity of Country Offices to engage US Embassies and missions for themselves.
- Assess the sector capacity of Country Office(s).

Proposal development:

- Oversee the proposal development process ensuring timely submission, managing all components of the process and, including but not limited to the following:
- Serve as proposal manager as assigned or support designated proposal manager, ensuring support/engagement of LN team members.
- Lead LN's component of joint design with partners.
- When necessary, lead LN's efforts in forming consortia

- Negotiate LN's role with partners
- Help develop various components of the proposal including, log frame and outcome indicators
- Support recruitment process to ensure identification and inclusion of qualified key personnel.
- Facilitate lessons learned after proposal development process; share key lessons with LN leadership.

Post-submission:

- Follow up with donor(s) and partner(s) as necessary. For awarded grants, ensure complete, smooth transition to management program officer, which includes actively supporting grant start up process. If proposal is denied, ensure debrief from donor and disseminate lessons learned to all relevant parties.
- Conduct appropriate and useful field visits to assist the office, ensuring communication and coordination with the Country Director.
- Perform other duties as assigned.
- Work collaboratively with team members when assigned to work as part of a team.
- Keep informed of organizational announcements, activities and changes.

## **QUALIFICATIONS**

- Bachelor's degree or equivalent work experience (eight years).
- Work experience in international relief and development in various geographical areas, or extensive experience in one; 3-6 years.
- Direct work experience acquiring and/or managing grants from US Government agencies, institutional foundations or major individuals preferred.
- Proven work experience leading successful proposal development processes.
- Demonstrated strong writing and editing skills.
- Knowledge of Salesforce a plus.
- Proven understanding of and relational dexterity with leaders of various types;
- Experience in launching new programs and spearheading a new effort with proven practices;



- Highly developed capacity to accurately and objectively evaluate the effectiveness and outcomes of programs and to make appropriate adjustments;
- Ability to handle sensitive material and maintain confidentiality concerning the department, company directives, and resource development efforts required.
- Mastery of English required; working knowledge of French highly preferred.
- Alignment with LN's Christian identity and mission philosophy and ability to work with all denominations

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### **COMPENSATION AND BENEFITS**

- Modest salary to start with performance-based incentives
- Health insurance
- Housing Assistance
- 2 flights home per year

### **CONVERSION FRANCHISE**

LN operates a conversion franchise network of church-based clinics and hospitals throughout Burundi, East Africa. Our franchise bundles innovative nurse training, business coaching, medicine supply, and access to growth financing in one package for our partners. In return, LN combines in-kind donations of room & board for nurse trainers, margin on medicines, and loan interest to provide long-term financial viability of our local operations. We are rapidly growing our current network of 45 clinics and hospitals and planning for international expansion beginning in 2014.

We have focused our partnerships on church-based health facilities as a means to effect systemic and sustainable impact in the Burundian health sector. Churches operate health facilities as social enterprises that balance a primary mission of compassion with the need for financial self-sustainability. Additionally, many churches operate networks of clinics and hospitals with strong in-place management teams that make them ideal for LN partnerships.

### **APPLY**

- I. Send a cover letter and resume to [admin@LNinternational.org](mailto:admin@LNinternational.org) , with "New Business Development Officer" in the subject line.

Legal Background in the United States LN is both an equal opportunity employer and a faith-based religious organization. This means that we conduct hiring without regard to race color



ancestry national origin citizenship age sex marital status parental status membership in any labor organization political ideology or disability of an otherwise qualified individual. The status of LifeNet International as an equal opportunity employer does not prevent the organization from hiring staff based on their religious beliefs so that all staff share the same religious commitment.

Pursuant to the Civil Rights Act of 1964 Section 702 (42 U.S.C. 2000e 1(a) LN has the right to and does hire only candidates who agree with LN's Statement of Faith.

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