

HEALTH PARTNERS INTERNATIONAL (HPI)

Health Partners International (HPI) is a partnership of skilled and experienced professionals, providing high quality technical services for the health sector. We are specialists in health systems and management. Since 1995, we have initiated and supported lasting health initiatives in more than 30 countries across Africa, Asia, the Middle East, Latin America, the South Pacific and the Caribbean. We collaborate with local partners and stakeholders to find practical solutions to the challenges of health systems, often in difficult environments, to ensure sustainable health care is available for all, especially the poor. We are especially proud to be part of an international network of independent partner organisations with a wide range of health expertise and a shared commitment to accessible and affordable health care.

THE TEAM

HPI's technical team are all senior professionals who have worked for long periods in health services in low-income countries. Our in-depth understanding and practical experience of health service delivery in challenging environments means we take a distinctive, pragmatic approach to health systems development. We have developed a sophisticated range of tools, approaches and methodologies that can be adapted for local use.

THE PARTNERS

One of HPI's strengths is our established network of independent partner organisations with a wide range of health expertise and shared values. We also maintain long-term relations with other stakeholders in the health sector, based on our mutual interest to find effective solutions to the challenges in health service delivery.

THE CLIENTS

We work with governments, development agencies, non-governmental organisations, and research and policy institutes.

THE EXPERTISE

HPI provides a wide range of technical expertise to strengthen health systems, including the following:

Health systems strengthening: We help establish effective systems to manage scarce resources at all levels and build political and institutional commitment to change.

Health sector transformation: We support the development of policies and strategies at the local, national and international level, especially to address the health needs of the very poor.

Social development: We build local capacity to analyse and address barriers to accessing health services.

Methodologies, tools and approaches: We have proven approaches and methodologies for the health sector that can be adapted for local use, especially in strengthening health management, 3 Candidate Brief – Business Development Manager Health Partners International September 2009

human resource planning and deployment, health facility management and the management of health care technology.

For further information about HPI including their networks, projects and recent news, please visit the following link to the website:

<http://www.healthpartners-int.co.uk>

THE ROLE

Title: Business Development Manager

Contract: Permanent

Responsible to: Managing Director

Job Purpose

As a member of the HPI senior management team, you will be responsible for interacting with key prospective clients and strategic partners with the aim of developing HPI's activities. You will continue to establish HPI as a central partner in delivering practical solutions to the challenges of health systems, especially in low income countries. You will lead on the organisation's business development strategy and be responsible for managing all the organisation's business development initiatives in line with HPI's organisation objectives. Passionate about our mission of accessible and affordable health care, you will manage a team of 3-4 individuals with the potential to expand the team.

Key Responsibilities

- Identify areas of potential development work best suited to the organisation's interests, capabilities and experience by drawing on personal and organisational networks and liaising with consultants in the field.
- Lead on the organisation's business development strategy and identify and generate new business opportunities.
- Lead the organisation's business acquisition and marketing function.
- Position the organisation to respond efficiently to market forces.
- Ensure that a clear, broad overview of the health development sector is maintained.
- Work as a member of a dynamic team and foster strong working relationship with other parts of the organisation (e.g. technical consultants, project support and finance).
- Influence senior colleagues and partners through written, interpersonal and presentation skills.

Specific Responsibilities

- Lead on consortia set-up, partnership negotiations and subsequent contract negotiation with the client, if successful.
- Develop cost strategies for commercial proposals and oversee the production of technical proposals.
- Oversee the drafting and production of corporate literature and promotional materials.
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- Deliver the business development component of HPI's next five year strategy.
- Oversee prospect development and relationship management.
- Maintain HPI's network of partners, associates and consultants.
- Oversee consortia and bid development.
- Manage corporate communications and branding.
- Maintain transparent, accurate and up to date records of marketing activities and contacts.

Management

- Conduct regular portfolio reviews with staff to track progress against quantitative goals and qualitative objectives and to define forward work plans.
- Provide guidance and direction via clear and thorough instructions, consulting team members when and where appropriate.
- Identify, develop and enhance skills of the Business Development team members through appraisals and other methods, feeding back performance and progress.
- Manage and motivate team to ensure efficiency.

This job description is not exhaustive and the Business Development Manager may be required to carry out other duties that from time to time may be delegated by the Managing Director within the overall context and limits of this job description.

THE CANDIDATE

Education and Experience

- Degree (preferably but not necessarily linked to either business or international development).
- A minimum of five years experience in business development, bid management and/or proposal development (in an international development context would be desirable but not essential).
- A successful track record of acquiring business with a range of clients (client such as DFID, EU, World Bank and USAID would be desirable but not essential).
- A proven track record of devising strategic business development/marketing plans.
- Proven leadership experience.

Knowledge and Skills

- A good understanding of the international development aid environment and aid instruments or the propensity to learn quickly.
- Demonstrable abilities in negotiation and partner relationship management.
- High level strategic thinking.
- Outstanding written and verbal communication skills.
- High energy, ability to self motivate and motivate others.
- Ability to simultaneously address multiple projects and challenges.
- Project management experience or technical assistance on health development projects (desirable).

Other Desirable Qualities

- Proficiency with project management software such as MS Project.
- Fluency in French.

TERMS AND CONDITIONS

- Basic salary of circa £50k
- Possible performance related pay between 5% and 10%
- Assistance with travel between 15% and 20%
- Employer contributory pension

SELECTION PROCESS

All applications will be acknowledged.

Candidates will be long listed by the Selection Panel and invited for preliminary interview with Odgers Select the week commencing 19th October. The Selection panel will then meet to shortlist and shortlisted candidates will be asked to attend informal meetings and final interviews with Health Partners International the week commencing 2nd November.

To apply please send:

- A full CV (with current salary details) which demonstrates your ability to meet the criteria contained in the person specification.
- A covering letter highlighting the aspects of the job description and work of the organisation that particularly attract you to the post.
- Applications can be made by e-mail quoting position to recruitment@healthpartners-int.co.uk

Closing date for application is Friday 16th October