



Job Description

9th Floor Tanzanite Park, Victoria, Dar es Salaam, Tanzania | +255 758 778 886 | info@empower.co.tz

Job Title Business Development and Partnership Specialist	Job Location Dar es Salaam	Category Stakeholder Engagement
Job Type Full Time	Job level Manager	Industry Research, Non-profits (NGO)
Open to Expatriates Only Open to Tanzanian Nationals		

Minimum Requirements

Min Budget -	Max Budget -	Primary Industry Research: 7 Years
Secondary Industry Non-profits (NGO): 7 Years	Primary Category Stakeholder Engagement: 7 Years	Secondary Category -
Certificate -	Qualification -	

Summary

One of Africa's pre-eminent health research organizations is looking for a Business Development and Partnership Specialist who collaborates closely with the Director of Resources Mobilization and Strategic Engagement and program staff to develop and implement stakeholder relations, cultivating new strategic relationships, communications, and resource mobilization strategies. The position aims to expand the organization's visibility and establish meaningful connections that contribute to supporting its objectives.

Responsibilities

- Actively contribute to the formulation of the Business Development Strategy in collaboration with the Director of Resources Mobilization and Stakeholders Engagement and the BD Team.
- Support the planning, writing, and editing of funding proposals aligned with IHI fundraising guidelines, involving collaboration with various staff, including the CED, Programs Implementation and Management, and the Senior Management Team (SMT), ensuring compliance with donor and IHI guidelines.
- Conduct routine research to identify new business development opportunities, including potential private donors, public companies, and philanthropists.
- Map and engage with civil society networks, organizations, and influential leaders to foster cooperation in joint advocacy initiatives related to health or cross-cutting issues/agenda.
- Assist in developing strategies and directing the implementation of activities for strategic partnership and alliance building with governments, donors, implementing partners, CSOs, NGOs, research and academic institutions, and the private sector to advance HI's mission and enhance visibility.
- Lead in establishing and nurturing effective partnerships through personal intervention, advocacy, and the promotion of the company's Strategic Plan 2023-2028. Position the organization as a center of excellence influencing health policies and delivering collaborative, quality services through research, innovation, capacity strengthening, and program implementation.
- Collaborate closely with the Director of Resources Mobilization and Stakeholders Engagement to manage dialogue and partnerships with key health sector stakeholders, keeping them updated on the work and achievements.
- Identify visibility opportunities within the existing project portfolio and ensure coordinated communication activities across projects.
- Work alongside the Director of Resources Mobilization and Stakeholders Engagement, the Management Team, and other members to elevate the organization's profile within the development partner community and the Government of the United Republic of Tanzania while enhancing overall visibility.
- Represent the organization at donor meetings and external visibility events as directed by the supervisor.
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Education & Qualifications

- Master's degree in communications, Public Policy, Public Health, Business Management, Project Management, International Development, or a relevant field.

Requirements

- Minimum of seven years of relevant experience, with at least three years specifically related to partnerships, advocacy, and/or external relations.
- Experience working on donor-supported projects, particularly in the health sector, is highly preferred.
- In-depth understanding of the Tanzanian political and social context, along with familiarity with key stakeholders in the health sector landscape.
- Proven experience effectively engaging with Tanzanian ministries, development partners, NGOs, and private companies involved in the health sector.
- Strong report writing and presentation skills, including proficiency in using graphics, diagrams, and data.
- Capacity to write and edit various materials such as speeches, leaflets, briefing papers, web content, press releases, newsletters, and detailed reports.
- Outstanding interpersonal, teamwork, and communication skills.
- Fluency in English with extensive verbal and written communication experience.
- Highly proficient in using personal computers, word processing, spreadsheets, presentation applications, e-mail, and internet tools.

Characteristics

- Ability to simplify complex issues and articulate them understandably.
- Ability to work independently, meet deadlines, handle multiple priorities, and effectively follow up.
- Cooperative, flexible, and dependable work approach.

Driving Licence

Not Required

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