

Business Development Support

Terms of Reference

February 2019

Expectation State increases the quantity and quality of private sector investment in Emerging States to catalyse growth, strengthen the economy and benefit society as a whole.

www.expectationstate.com

What we are looking for:

We're a small but fast-growing business trying to change how the international community supports investment into emerging states. As we expand, we need to engage donors around the world to generate partnerships and secure contracts.

Over the coming months we need you to put together a comprehensive library of company collateral that supports our communications with donors and governments alike. We need this collateral to not only clearly communicate our offer but to effectively articulate our understanding of best-practice technical approaches. We need you to help us to better understand the portals through which projects are procured and establish a process for their ongoing monitoring.

We need someone with:

- A few years of experience working within an international development consultancy or related organisation, offering an understanding of how to communicate and win business in the sector;
- Proven knowledge of the channels and portals which different donors use to release opportunities to the market. Donors of interest include DFID, FCO, USAID, US State Department, GIZ, UNDP, EU, World Bank, AfDB, Danida and Norad - but we don't expect one person to know all of these donors;
- Proven experience of compiling capability statements, track record catalogues and other communications documents.

We'd love who also has:

- Experience in economic growth-related development programming;
- A proactive work ethic;
- The willingness to tell us what you think will and won't work as we try to cultivate business.

Start date

Ideally, immediately.

Terms

Fixed-term two-month contract, potentially with a short extension. Negotiable salary. Home-based but working remotely with team members in London, Cardiff, Tunis, Amman, New York and Dakar.

To apply

Please send a CV and covering email to contact@expectationstate.com

Recruitment will be ongoing until the position is filled. We make a habit of providing solid feedback to all applicants.