



Position Title:	Director of Business Development and Innovation
Position Location:	Ottawa, Ontario
Status:	Full time contract – 1 year
Reports to:	Executive Director
Travel Requirement:	International travel may be required
Language:	Fluency English (Written & Oral) French and/or Spanish an asset

The Director of Business Development and Innovation has a solid background in building business cases steeped in his/her knowledge of field (overseas) operations.

GENERAL DESCRIPTION

The Director of Business Development and Innovation will manage several projects, so project management credentials and experience, as well as management of international development projects is essential. The Director must be a risk manager and have the ability to prepare others when there is uncertainty. They will have the ability to manage diverse expectations and a willingness to take the first step to inspire others to follow. The Director will see obstacles as opportunities everywhere and a trigger for change. The Director will have a mixed background across industries as the best ideas emerge when different views collide. The Director will need to invest sufficient time in managing internal and external communications, as innovative projects will set reports out of their comfort zones. Communicating to inspire and motivate others with a clear vision is essential.

RESPONSIBILITIES:

- Actively collaborates with the leadership team to develop and implement a comprehensive business development, fundraising and marketing strategy.
- Develops and implements a stewardship program aimed at cultivating deeper relationships with key donors, stakeholders and government.
- Maintains extensive knowledge and awareness of current market and political developments.
- Develops and implements effective outreach strategies that balance organizational growth and stakeholder requirements.
- Develops, seeks and collects ideas from a wide variety of sources – taking care of the collection, evaluation and selection of these ideas.
- Searches for innovative and out-of-the-box approaches improves processes.
- Responsible for spearheading new projects and applications.
- Manages staff in a respectful and engaging manner.
- Responsible for the strategic orientation, including an analysis of the opportunities, risks, strengths and weaknesses, as well as the derivation of important issues and trends of the future, as well as their impact on the organization.
- Coordinates all process steps and tasks and is responsible for achieving the project objectives.
- Responsible for the development and execution of all revenue-generating proposals, then handing it over to the operational business, specifically the manager responsible for the project life-cycle.
- Plays an essential role in the project life cycle relative to technical questions and manages feedback such as issues that arise in country.



- Examines whether a project is worthy of submitting/funding, submits it for funding and manages the process.
- Responsible for all proposals with a goal to select and prioritize the right projects so that the maximum value and success can be derived from the limited resources.
- Measures the achievement of the innovation strategy and goals and initiates corrective measures in the event of deviations.
- Allocates resources and sets up teams, shaping a long-term capability.
- Manages the process and monitoring the progress of the various ongoing initiatives.

QUALIFICATIONS:

- Minimum of 10 years' experience in:
 - Marketing and business development, including international development experience and managing and stewarding relationships with multiple donor sources.
 - Strategic planning and execution, and
 - Management and supervisory experience related to managing complex business development teams and bids.
- Master's degree in marketing, international development /affairs, international business, strategy or related fields.
- Certified Fundraising Executive (CFRE) designation is considered an asset.
- Familiarity and experience with co-operatives is an asset.

SKILLS & KNOWLEDGE:

- A successful track record in a leadership role.
- Demonstrated track record overseeing business development as evidenced by contributions to organizational revenue and growth through competitive bidding process.
- Exceptional skills in establishing relationships, negotiating and influencing others.
- An active network of business and professional contacts.
- A comprehensive knowledge of Canadian charitable laws, requirements of the Canada Revenue Agency (CRA) and provincial regulations.
- Open to new ideas and concept in the international development world.
- Open to building on a project's success to upscale or bring new ideas.
- Strong business development skills, preferably in the international development field.
- Strong project management skills, given to the scope, complexity and interdisciplinary nature of the work.
- Demonstrated mature judgement, critical thinking and team-building skills.
- Personal and professional integrity and the ability to set a tone of ethics and values.

COMPETENCIES

Accountability
Adaptability
Developing and Maintaining Relationships
Information Management
Interpersonal Communication
Intercultural Proficiency

Leadership
Professional Integrity
Results Orientation
Strategic Thinking
Problem Analysis and Resolution



Co-operative Development
Foundation of Canada
SINCE 1947

Application Process:

Please apply with a resume and cover letter to apply@cdfcanada.coop **no later than 4:00 p.m. Tuesday, April 30, 2019.** *All applicants are thanked for their interest in CDF Canada; however, only those selected for an interview will be contacted.* CDF

Canada is an inclusive employer. If selected for an interview, please advise if you require accommodation during the interview process and we will work with you to meet your accessibility needs.