



International Partnership Development Manager Job description

About MEND

MEND (Mind, Exercise, Nutrition...Do it!) is a social enterprise dedicated to reducing overweight and obesity levels. We aim to inspire behaviour change at the level of individual, family and community through our community-based weight management and health and wellness programmes, training and resources.

Devised by experts from Great Ormond Street Hospital for Children and University College London Institute of Child Health, our successful child obesity prevention and treatment programmes are currently offered free of charge to families by health providers and grant funders.

MEND also offers class room resources, obesity management training for front-line staff and the More Active Health Programme for adults - a facilitated self-help programme to encourage healthy lifestyles.

Thanks to support from our partners in the private, public and not-for-profit sectors, 1,000 MEND Programmes take place each year. To date MEND has helped over 17,500 families from diverse backgrounds become fitter, healthier and happier.

MEND also has international operations in the USA, Australia, New Zealand and Denmark. To find out more go to www.mendcentral.org

The opportunity

MEND's International Partnership Development team seeks a manager to generate new business in the Middle East. This entrepreneurial role demands skills in market analysis together with business development and selling to create revenue-generating opportunities in new markets.

Equipped with relevant geographical knowledge and a commercial perspective, this position may be particularly suitable to recent graduates of MBA courses or individuals with a consulting background. Candidates must be highly numerate and demonstrate strong communication skills.

This is a full time position working from London with some international travel.

Location

You will be working from our office at:
Unit 21, Tower Workshops, 58 Riley Road, London SE1 3DG

Reporting

You will work closely with and provide regular progress reports to MEND's Strategic Partnership Development Director.



Pay and benefits

£32,000 - £36,000 per annum (depending on experience)

You will be entitled to an annual leave allowance of 24 days excluding public holidays
Laptop and Blackberry will be provided.

How to apply

Please send your CV with an accompanying statement detailing how you meet the requirements for the role to gordon.macmillan@mendcentral.org. Please be sure to cover all elements of the personal specification in your statement.

All applications must be received by Friday 27th August 2010. Interviews will be held on Tuesday 31st August. We regret that due to limited resources we are only able to respond to candidates who have been selected for interview.

Scope of role

The role's principal focus is to generate business in the Middle East so that MEND can establish commercially sustainable operations in the region.

This will involve all aspects of new business development from desk-based market analysis; drafting business cases, forging partnerships, writing project proposals, closing sales and managing a sales pipeline.

This broad scope is underpinned by a practical focus on revenue-generation prior to establishing a subsidiary company, based in Dubai, which will deliver services across the Gulf Cooperation Council States.

Once local operations are established, the post-holder will play an important role in co-ordinating MEND's business activities between London and the Middle East.

Main job tasks and responsibilities

As International Partnership Development Manager for the Middle East your duties will include, but not be limited to, the following:

- Desk-based market analysis to identify new business opportunities.
- Inform the business case and strategy for MEND's strategy and activities.
- Develop partnerships with clients, delivery partners and research partners.
- Qualify sales leads, develop project proposals and close sales opportunities.
- Develop and manage a sales pipeline using web-based CRM software.
- Research the legal and risk implications of service delivery in different countries.
- Identify and engage relevant consultants, agents and other third parties to achieve business development objectives.
- Support the establishment and growth of MEND's office in Dubai.
- Liaise with the International Adaptation Manager in MEND's Research and Programme Development team to ensure that the services offered by MEND are relevant to the local cultural context and market requirements.

Personal specification

	Essential	Desirable
Experience	<ul style="list-style-type: none"> • Business development experience. • Experience of living or working in Middle East • Writing successful project proposals. • Progressing and closing sales. • Market analysis and business case development. • Developing and managing a sales pipeline. 	<ul style="list-style-type: none"> • Commercial experience in GCC countries. • Experience of the health, leisure, or education sectors. • Experience of growing young companies.
Skills and ability	<ul style="list-style-type: none"> • An adaptive and innovative approach underpinned by a sound, commercial, perspective. • Excellent visual, written and verbal communication skills, which will engage an Arab audience. • Self-starter with strong interpersonal skills • IT literate, with solid working knowledge of MS Word, Excel, PowerPoint, Google mail and sites. • Strong organisational skills backed by a proven ability to multi-task and manage competing priorities to prescribed deadlines. • Strong analytical skills to develop outcomes-led proposals. • Ability to foster new contacts and build enduring, effective, relationships. • Comfortable engaging senior managers and presenting to groups. • Culturally sensitive. 	Verbal and written Arabic.
Knowledge and understanding	<ul style="list-style-type: none"> • Thorough understanding of MEND's value proposition and service offering. • Knowledge of techniques and strategies to qualify, advance and close sales. • Understanding of Islamic values and Arabic culture. • A global perspective. 	Knowledge of the health sector or leisure sector in the Middle East. Knowledge of the economic and political context in the GCC.
Personal attributes	<ul style="list-style-type: none"> • Self-motivated and pro-active • Ability to work under pressure • Highly adaptable • Positive, enthusiastic and able to motivate others • Excellent mediation and influencing skills • Critical thinking and problem-solving skills 	Motivated by social enterprise and inspired by the prospect of improving child health in the Middle East.
Qualifications	<ul style="list-style-type: none"> • Relevant bachelor's degree. 	MBA or other advanced qualification in related area
Other requirements	<ul style="list-style-type: none"> • Need to be able to work flexible hours • Prepared to travel and work away from home 	