



## **BUSINESS DEVELOPMENT DIRECTOR - UNIVERSALIA MANAGEMENT GROUP**

### **Montreal-based / remote**

Universalialia is a Montreal-based mission-driven Management Consulting firm. Since 1980, we have assisted organizations to improve their performance in more than 90 countries. Internationally, the firm serves an increasingly diverse range of multilateral and bilateral development/humanitarian agencies, NGOs and foundations. In Canada, we work with federal, provincial and municipal governments as well as non-profit organizations and community foundations. ([www.universalialia.com](http://www.universalialia.com))

**Universalialia Management Group Ltd. (UMG)** works closely with top clients and helps them tackle the world's greatest challenges to build a sustainable and equitable future in Canada and globally.

UMG focuses in delivering value through our Practice Areas in:

- Environment, Security and Conflict Transformation
- Gender Equality and Inclusion
- Performance Measurement
- Organizations and Partnerships Performance

### **ROLE AND RESPONSIBILITIES**

**Line Manager:** Katrina Rojas, CEO of Universalialia Management Group

**Department/ Function:** Business Development & Marketing

The Business Development Director reports directly to the CEO and works closely with the Practice Leaders in implementing the business development strategy. While ownership for winning work and managing client relationships lies with the Practices, the Business Development Director is expected to provide strategic insights about international and domestic markets and opportunities while strengthening internal systems, processes and approaches to generate the right business opportunities and partnerships. He/ She plays a critical role in supporting Universalialia's overall strategy and performance.

### **Principal accountabilities:**

- Support Practice Leaders in conducting high impact activities to improve the firm's value proposition in traditional and new markets
- Improve the existing Business Development and Marketing Plan to support the growth of the firm
- Undertake relevant market research, intelligence gathering and provide data analysis to decision makers of UMG
- Improve existing Business Development processes, KPIs and methodologies to reach the targets at Practice and Corporate levels using both standardized and tailored approaches
- Partner with Practice Leaders to drive the opportunity pipeline, including identifying bidding opportunities and advising on go/no go decisions
- Maximize business development capacity by strengthening business development systems and quality assurance processes including but not limited to opportunity screening, proposal work plans and budget design
- Ensure internal and external resources are aligned to business development efforts

**Successful mindset and experience**

- Cross cultural awareness and innovative mindset, solution oriented, change agent, you encourage winning team dynamics
- Minimum of 12 years relevant professional experience, including:
  - Demonstrated experience in developing winning proposals in the international development field (8-10 years)
  - High level of expertise in strategic design and system strengthening in business development (8 years)
  - Excellent knowledge of procurement processes of UMG's clients (International Financial Institutions, UN agencies, bilateral agencies, etc.)
  - Able to work under pressure and manage multiple priorities
- Fluently bilingual in English and French and ideally a third official UN language
- Relevant post-graduate degree and professional qualification

**Team and culture fit**

- You have outstanding communication skills, share our values and genuinely love teamwork
- You want to make a difference by supporting the firm's expansion
- You are dynamic and interested in long-term career growth opportunities

**Our employer value proposition**

- Excellent opportunities for personal and professional development
- Work in a dynamic international environment
- Generous base salary and global remuneration package commensurate with experience and performance

**How to apply?**

Please send your resume and cover letter to the following address: [cv@universalia.com](mailto:cv@universalia.com).

Please ensure that you indicate the position you are applying for in your subject line.

We thank all applicants for their interest, but only qualified candidates will be contacted.

Expected start date: November 2021

If this is not the career opportunity for you, please share it in your networks.

Thanks!