



ROLE PROFILE

JOB TITLE:	Business Development Analyst
DEPARTMENT:	Business Development
REPORTING LINE:	
Immediate Line Manager:	Head of Business Development
Immediate Subordinate/s:	N/A
Next level subordinates:	N/A

1. PRINCIPAL OBJECTIVE OF POSITION

Tshikululu is South Africa's premier social investment fund manager and advisor based in Johannesburg and working across South Africa. We work alongside investors and other development partners to maximise the power of social investment.

Tshikululu is currently looking for a business development analyst to support the business development team in achieving the overarching business strategy through market positioning, p research, lead generation and proposal conceptualisation and development, engagement with potential clients and delivery of social investment solutions to clients, in collaboration with key internal and external stakeholders to drive business growth.

2. KEY PERFORMANCE AREAS, ACTIVITIES AND INDICATORS

Key Performance Areas / Outputs	Activities
<p>1. Business Development Projects</p> <ul style="list-style-type: none"> Contribution toward attaining Tshikululu's new income target as set by the board. Contribution to the entrenchment of the business development process, policies and systems throughout the business. Contribution to the overall growth of the business. Supporting the delivery of strategic research projects 	<ul style="list-style-type: none"> Lead the development of new business proposals Track pipeline of new business prospects Develop BD presentation materials (presentations and reports) Conduct market research and analysis (including competitor analysis and industry related research for key target markets) Research and profile prospective clients Contribute to the development, standardisation, and implementation of internal business development frameworks and protocols, including project management, knowledge management, and delivery of projects. Actively contribute to developing the business case and operational model for new social investment solutions. Independently manage internal administration and take on unit administrative responsibilities as needed.
<p>2. Marketing Portfolio Contribution</p> <ul style="list-style-type: none"> Support the development and execution of Tshikululu's annual Marketing Plan Support marketing efforts towards strengthening 	<ul style="list-style-type: none"> Contribute towards the development of Tshikululu's annual Marketing Plan Contribute towards research and marketing to position Tshikululu for new business opportunities and as an expert fund management and advisory firm Contribute towards marketing content (profiling prospective clients, and other strategic research) Attend marketing meetings with internal stakeholders and service providers

Key Performance Areas / Outputs	Activities
Tshikululu's position in the market	
<p>3. Client Fund Strategy</p> <ul style="list-style-type: none"> Contribute and support the delivery of fund management and advisory projects, ensuring client satisfaction 	<ul style="list-style-type: none"> Provide input into the development of allocated client strategies: <ul style="list-style-type: none"> Participate in strategy development meetings, providing sector and BD expertise Engage with clients on their needs and provide input into strategies that align clients' needs with sector position and opportunities Participate in the design and development of programmes to deliver the approved client strategies: <ul style="list-style-type: none"> Evaluate approved strategies Identify programme opportunities Develop programmes and submit for approval Implement programmes within programme plan timelines Interface with the SI team to facilitate grant recipients to fulfil client strategy, as and when required: <ul style="list-style-type: none"> Review sector specific grant applications Engage with Fund Management team members to select appropriate grant recipients Engage with grant recipients to define and refine programmes to deliver the required strategic deliverables and address any grant non-delivery Identify and resolve challenges that impact on the ability for client strategies to be delivered.
<p>4. Sector Expertise</p> <ul style="list-style-type: none"> Maintain adequate knowledge of the social investment sector 	<ul style="list-style-type: none"> Maintain social investment (SI) knowledge by contributing to SI research, participating in SI discussion forums, engaging with sector and industry experts and academics and participating in relevant conferences Develop and present expert opinions and research papers on SI by conducting research, drafting articles or papers, submitting them for review and publishing them in relevant media Contribute to identifying and delivering on opportunities to increase Tshikululu's market positioning and expertise within the sector and market by contributing to the development of sector insights and expertise and identifying potential opportunities.

3. Qualifications and Experience

- Post-graduate degree in a relevant field such as economics, business management, social sciences or related fields. A Master's degree would be preferred
- Minimum 3 -4 years business development and social impact experience
- Some Project management experience
- Prior experience in business consulting or development preferred.

4. KEY INTERACTIONS / RELATIONSHIPS

Internal stakeholders

Head of Business Development
Business Development team
Client Relationship Managers
Social Investment team
Monitoring and evaluation team

External stakeholders

Clients
Sector experts

Sector-specific external forums
Government representatives
Industry leaders

Please note the following:

- Preference will be given to South African citizens.
- Appointments will be made in line with Tshikululu's Employment Equity plan and other required legislation.
- Persons with disabilities are encouraged to apply.
- Tshikululu Social Investments will not be liable for interview travel or relocation costs.
- We reserve the right not to proceed with the filling of the post advertised.
- An application will not in itself entitle the applicant to an interview.
- Only short-listed applicants will be contacted.
- Please ensure that you meet the above requirements before you apply.
- If you have not been contacted within four weeks of the closing date, please accept that your application was unsuccessful.

Please email your applications to: careers@tshikululu.org.za.

Closing date: Applications are being accepted on a rolling basis