

Vacancy

Regional Manager: Limpopo

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| **Reporting to** | GM: Business Development and Client Support |
| **Job Purpose**  **Key Results Areas**  **Business Development**  **ED**  **Support Facilities** | To implement BU Business development strategies.  To identify sales leads, pitch BU services to new clients and close deals.   * Build and maintain a good working relationship with existing and new stakeholders. * Create donor maps, identify sales leads and pitch BU Services in line with the required targets * Drive and contribute to the development of funding proposals. * Solicit, create and track new business opportunities including but not limited to donor funding, access to finance, mentorship opportunities, access to procurement opportunities, Supplier and Enterprise development opportunities etc. * Plan and prepare presentations to entrepreneurs and stakeholders * Participate in local entrepreneurial events, driving awareness to the BU programme. * Communicate BU Service offerings (current and new) to prospective clients * Write reports in line with BU and donor standards and requirements. * Drive the creation of an impactful local eco-system though successfully maintaining existing stakeholders, and create new non-Financial local relationships. * Provide continuous feedback that will guide future decisions. * Collaborate with the Stakeholder team to drive the achievement of BU fundraising targets. * Collaborate with the Marketing team to successfully plan and host relevant events and interventions * Contribute to the development of marketing literature. * Participate and score in panel presentations within the required timeframes * Ensure that BU ED support facilities adhere to BU minimum specification and quality standards. * Ensure availability of ED infrastructure (Printing, wifi, phone, reception services etc.) support services within facilities of responsibility. |

**Financial Management**

**People Management**

**Risk Management**

* Compile and manage budgets for area of responsibility
* Review supplier invoices and ensure alignment with SLAs before submitting them for payment.
* Ensure all services are invoiced to relevant clients and that collections are done within the required timeframes.
* Collaborate with the Finance department to ensure that relevant financial reports are compiled within the required timeframes.
* Provide appropriate supervision to subordinates and provide relevant induction, training and coaching
* Manage performance of direct reports to ensure achievement of agreed objectives
* Talent management of direct reports, including career development and paths for direct reports
* Enhance a culture of high performance
* Proactively identify and mitigate risk and incorporate risk management in relevant reports.
* Update BU operational risk register as it relates to area of responsibility and ensure development and implementation of risk mitigation strategies.

# Education, Skills, Knowledge and Experience

* + Relevant three year post matric qualification.
  + Qualification in marketing or related field will be an added advantage.
  + Excellent leadership skills with ability to interact and influence at all levels
  + Excellent interpersonal and communication skills
  + Excellent negotiation and persuasive skills
  + Excellent presentation skills
  + Excellent knowledge of the NPO industry
  + In-depth understanding of donor/ funding models and applicable regulations
  + Minimum 5 years relevant experience 3 of which must be in the Enterprise development environment

Interested candidates must send a motivation letter highlighting your suitability to the role and a CV with contact details of three work-related referees to MaraisButton & Associates.

Email: [annelie@maraisbutton.co.za](mailto:annelie@maraisbutton.co.za)

Contact will only be made with shortlisted candidates.