

Vacancy: New Business Lead

24-32 hours Starting date 01-01-2021 (or asap)

Are you great at building relationships, nurturing new business opportunities and writing winning proposals? Are you excited to use your skills, experience and energy to contribute to our positive chain of events? Then this is the opportunity for you!

At Butterfly Works, we co-create projects with our local partners using a design thinking and co-creation approach (for more information, visit our [website](#)). In these projects, we work (remotely) with multidisciplinary teams, which also consist of local design companies and freelancers. And we're looking for a New Business Lead to join us.

Your role

As our next New Business Lead, you straddle strategic, tactical and executory work with ease. You bring an entrepreneurial spirit to the team and you get energy from being challenged to expand our client base and portfolio. You maintain a healthy balance between your desire for a healthy ROI, your curiosity to pursue new opportunities and your groundedness to ensure that our new business goals and activities are in line with the Butterfly Works strategy. You thrive on being proactive and independent. At the same time, you enjoy a good brainstorm and sparring session with other colleagues to inject fresh ideas into your work. Once your proposals have been won, you pivot easily to project planning and overseeing a team to deliver within budget and scope.

Your main tasks/accountabilities as New Business Lead are:

- Identifying potential new clients, setting up first contact and following up
- Setting up kick-off meetings to discuss proposal set up
- Structuring and developing project proposals and competitive budgets for (new) clients
- Developing proposals for donors in collaboration with partners
- Preparing a new business update for the Supervisory Board each quarter
- Networking / seeking new relationships with potential partners (e.g. applying to speak at conferences, attending networking events, having a virtual-coffee with a potential client and keeping relationships warm)
- Co-developing and implementing the Business Development strategy
- Coming up with new innovative strategies of conveying our services and of attracting new clients and bringing these strategies to life

Profile

We are looking for an enthusiastic colleague who has a proven affinity with business development and (proposal) writing and someone who is used to working independently and proactively.

As our New Business Lead, you feel at home in a dynamic international working environment. You are thorough and accurate, with a good sense of priorities. You have an agile and hands-on work style; you are able to apply theory to practice and respond to changes in context or priorities easily. You are able to work remotely with different international partners, build relationships, align on who is doing what, and develop appealing proposals together. You are an empathetic listener. You find it exciting to connect with a potential client and transform an open need or question into a full-on project proposal and budget that meets the needs of the client, holds true to the Butterfly method and approach, and takes what is viable within the constraints into consideration.

You are a social networker - when you are not busy responding to a ToR, you are (virtually) out and about, sparking new connections with potential clients and getting them excited about working with us. You are a great writer and analytical thinker - you have a track record writing successful proposals for NGOs, corporate clients and funds/donors. You would love to apply your writing skills to other areas at Butterfly Works as well, including to research reports and communicating our impact.

Qualifications and knowledge:

- You have a university or college degree.
- You have at least 5 years of experience in Business Development in a variety of sectors.
- You have experience working (with partners) in emerging economies.
- You are a good (intercultural) communicator.
- You have proven analytical, research and writing skills.
- You are an independent and creative thinker.
- You have full professional proficiency of English, both spoken and written. Dutch and French are an advantage.
- You hold a work permit to work in NL.

Who are we?

Butterfly Works is a social design studio working in international development. We're here to create a world in which people have a say in the future they want. With a co-creation and design thinking approach, and building on 20 years of experience, we create education and communication solutions with social impact. We act as an innovation, research, technical and scale-up partner. By co-creating with stakeholders, every solution is based on shared values and people's needs. This means that all of our work is tailor-made; never copy-pasted, always human-centred. Have a look at the [services](#) we offer, [example projects](#) and meet our committed [team](#).

What do we offer?

We offer an exciting and challenging position in an international work environment. We start with a temporary contract of **7 months, for 24-32 hours a week**, and have the intention to prolong the contract if we're a good match with each other.

And we offer:

- An opportunity to be part of a diverse and experienced team consisting of about 15 people.
- An inspiring work space at the vibrant NDSM wharf in Amsterdam. With good coffee and a daily fresh lunch. (Currently we are mostly working from home).
- A fair salary in the range of 3100-4000 euro gross for 40 hours, (we offer 8% holiday fees and a pension contribution after the 1st contract).

How do we work?

We strongly believe in the talents of an individual and in the strengths of an effective team. We have no bosses or managers; everyone is responsible and accountable for their roles. This will give you the freedom to do what you are best at and to make your own choices in line with the purpose of the organisation. We stand for openness and transparency, and adopted Holacracy in 2016.

How to apply

If you are interested, please send your motivation letter and CV in English **before Nov 9th** to Hanja Holm via jobs@butterflyworks.org. For more information, also use this email address. We will plan (online) interviews from 11-13 November.

Please note: only shortlisted candidates will be contacted.

For more info about our organisation, please visit: www.butterflyworks.org
We would be happy to meet you!