



Seed  
GLOBAL HEALTH

# Managing Director, Development

## About Seed Global Health

Founded in 2012 and now celebrating a decade of continued growth, Seed Global Health (Seed) is at an exciting moment in its organizational evolution. Seed enjoys trusted relationships throughout its partner countries and the African continent, and knows how, where, with whom, and, above all, why to change the course of healthcare worldwide. In addition to training and empowering health workers with partners in Malawi, Sierra Leone, Uganda, and Zambia, Seed is fighting to change the global narrative when it comes to human resources for health needs and moving the needle on action toward new components of an equitable global public health system. Now embarking upon a formal relationship with the African Union to train health workers, Seed stands at the threshold of further, major growth and impact that will push new limits of what is possible in global health. We partner to train nurses, midwives, and physicians, building health teams that can provide high-quality care and save lives. We do this by strengthening clinical care delivery, improving health workforce education, and supporting policies that enable health professionals to succeed. To ensure that these changes are durable, we form deep local partnerships that inform our work at both the individual and systems levels. Together, we are creating a multi-generational impact to not only treat today's problems, but solve for tomorrow's.

## Position Summary

Seed seeks a leader in the role of Managing Director, Development who will leverage this positive backdrop and bring new levels of awareness and philanthropic support to the organization. This individual will be a mission-focused, well-rounded, and creative development professional serving on Seed's leadership team. They will have experience managing a development team; mobilizing resources from a diverse and growing portfolio of individuals, foundations, and corporate funders; supporting building the brand and telling the story for a dynamic, expanding and inspiring enterprise; and working closely with staff, the CEO, Board of Trustees, and other supporters to achieve annual and multi-year revenue goals. The Managing Director, Development

will report to the CEO and provide support across the organization, also serving as a member of the Seed Governance Council.

Seed currently fundraises approximately \$10 million on an annual basis, with approximately 80% of these revenues coming from institutional sources (primarily foundations).

Major priorities for the Managing Director, Development will be strengthening the pipeline of prospective individual donors and establishing a sustainable individual major gifts program. Other areas for enhancement include the following: evaluating and developing new sources for unrestricted funding, as Seed has shifted away from reliance on special events fundraising amid the COVID-19 pandemic; formalizing the grants management and tracking process; and greater integration between the development team and its finance counterparts, thereby improving tracking of revenues toward goal and corresponding financial projections.

## Duties and Responsibilities

### Organizational Leadership and Department Management:

- Collaborate with the CEO, Board of Trustees, staff, and partners, in executing Seed's strategic plan and implement departmental activities to achieve Seed's annual goals.
- Collaborate with members of the leadership team to advise the CEO on strategic organizational decisions related to enterprise-wide operations, new partnerships, business development, finance, and administration.
- Provide revenue projections and forecasting for monthly, quarterly, annual, and multi-year budget planning.
- Manage, mentor, and coach the development team to achieve their work plans and professional development goals.
- Develop and manage the development annual budget.
- Strategically partner with the CEO on Board engagement, leveraging the talent and resources of the respective boards and facilitating their appropriate roles as fiduciaries and long-term stewards of Seed.

### Resource Mobilization and Management:

- Spearhead Seed's business development efforts through prospect research, donor outreach, staff coordination, and data capture/analytics.
- Lead organizational efforts related to fundraising events, campaigns, prospecting and desk research, and other activities specifically targeting high-net-worth individuals and foundations.
- Oversee Seed's grants management process including organizing Seed's technical teams, gathering documents, submitting letters of intent or full grant proposals to new and existing donors, and developing and implementing of tools for tracking progress and reporting.

- Manage the development operations including pipeline and forecasting, revenue reporting and database use and implementation.

## Relationship Management:

- Manage a select portfolio of major and principal gift prospects, including individual and institutional sources, moving them through the stages of cultivation, solicitation, and stewardship; ensuring regular communication, reporting, and renewals of support.
- Cultivate relationships with new potential donors, partners, and supporters of Seed through a variety of engagement strategies and networks, as well as examination of existing donors that may have greater capacity. Maintain current knowledge of important developments across regional and international funding environments as they relate to the organization, its programs, and giving priorities.
- Coordinate members of Seed's team, Advisory Board, and Board of Trustees to successfully identify, develop, document, and close new partners. Manage connections between these leaders and prospective or current partners, ensuring the preparation of strategic communications, reports, briefings, and other materials, as necessary. Exercise sound judgment and efficiently communicate prospect strategies when involving executive or volunteer leaders.
- Ensure high-quality stewardship of donors, including coordination with colleagues throughout Seed as needed.
- Collaborate with the CEO and Country Directors to lead donor visits to partner sites.
- Manage third-party vendor relationships for services supporting development and communications activities.

## Strategic Communications Collaboration:

- Work closely with the Communications team on external-facing messaging and strategy.
- Inform and collaborate on the formulation and implementation of a high-impact communication strategy aligned with Seed's five-year strategic plan.
- Provide support to the CEO, Country Directors, and surrogates for public speaking engagements.

# Qualifications

While Seed Global Health will consider a broad range of backgrounds, the ideal candidate will have the following qualifications/experience:

- Ten to 12 years of progressively responsible experience in development, ideally including experience with a nonprofit organization focused on global health.
- Proven record of developing and executing development strategies aimed at securing funding from a diverse mix of individual donors, foundations, and corporations, including success in soliciting and closing six and seven-figure gifts.
- Experience with core development functions, including pipeline management and forecasting, database implementation, and integrated grants management.
- Demonstrated ability in planning and executing integrated, strategic communications in support of achieving fundraising, event, or other organizational goals. Experience identifying and coaching project spokespeople. A functional understanding of how to effectively leverage various communication mediums and distribution channels for optimal exposure and impact.
- Strong record of providing strategic and operational leadership, including creating and managing a budget, while ensuring efficient processes and resource allocation. Demonstrated ability to recruit, manage, mentor, motivate, and ensure ongoing professional development of staff; foster a transparent and collegial work environment; and increase effectiveness consistent with best-in-class industry and philanthropic standards.
- Demonstrated experience cultivating, training, and working collaboratively with senior-level colleagues, board members, and other high-level volunteer leaders on successful development activities.
- Strong understanding of technology and information systems. Ability to extract and analyze data to make effective, efficient decisions about strategy and process. Experience with Salesforce is a plus.
- A forward thinker with a track record of utilizing new methods of constituent engagement and connectivity, who will be driven by innovation in developing development best practices in the current and post-COVID-19 world.
- Up to 25% travel may be required, including both domestic and international travel, consistent with public health guidance.
- Bachelor's degree required, master's degree in relevant field of study preferred.

## Additional Personal Qualities and Competencies:

- Deep connection to the mission and vision of Seed Global Health and the ability to authentically engage and inspire others as a senior representative of the organization.

- Unimpeachable integrity and commitment to the highest standards of professionalism; mature judgment in handling sensitive information. Values-driven, committed to personal and professional development. Leads by example and with humility. Elevates institutional goals and values beyond personal gain, ensuring efforts are mission-focused and quality driven.
- Emotionally intelligent leader, with the interpersonal skills and cross-cultural sensitivity to develop and sustain impactful relationships with colleagues from different cultural, linguistic, and educational backgrounds. A sense of humor and perspective, and a penchant for transparency, consultation, and collaboration.
- Ability to work well both independently and as part of a multidisciplinary team in a fast-paced, entrepreneurial setting.
- Exceptional relationship management and communication skills (written and oral) with a variety of stakeholders, including board members, individual donors, partners, corporations, senior management, and staff. The presence and comfort level to serve as a highly visible and public-facing ambassador of Seed. Ability to clearly articulate goals and progress, and how funding strategies impact larger organizational goals.
- An energetic self-starter who is highly organized and detail-oriented, and willing to roll up their sleeves in a start-up culture. Agile and creative in adapting to changing circumstances in a dynamic environment.

Seed Global Health is an equal opportunity employer that prohibits discrimination and harassment of any type, including without limitation on the basis of race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristics protected by federal, state, and local laws.

This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, transfer, leaves of absence, compensation, and training.