

Terms of Reference
Practice Head- Partnership and Growth

Background

TARU was established in 1990 as an institution with trans-disciplinary expertise to engage with India's development challenges. In 1996, it was incorporated as Taru Leading Edge under the Companies Act, offering a commitment of cutting edge research and contextualized consulting services to its clients. TARU's expertise has been in Disaster Risk Management & Climate Change, Governance & Institutions, Natural Resource Management, Social Development, Livelihood, Urban Development, Water, Sanitation & Hygiene; Health, CSR, Social Business, etc. TARU has undertaken policy analysis, strategy development, action research, technical assistance, programme design; project management support, assessments, and evaluations. TARU's clients include corporate, grassroots institutions, INGOs, bilateral and multilateral organizations, as well as States and Central Government.

The last two decades have seen TARU working on a range of institutional, financial, economic, social and technical issues across diverse public systems, cultures and corporate formations in more than a third of rural and urban domains of India. TARU also works in South Asian countries like Nepal, Bhutan, Bangladesh and Myanmar. The organization is committed to quality, accuracy and succinctness in its consulting and advisory services. The TARU team of professionals have extensive national and international experience, along with a strong network of advisors, consultants, partner institutions, associations from different parts of the world.

TARU now embarks on a new journey expanding its reach, capacity and business while retaining its core agenda of providing transformative solutions to development challenges. TARU is seeking a dynamic, innovative, self-motivated, and results-oriented professional to play a key role in leading TARU initiatives especially in **partnership development and business development**. TARU is therefore considering to engage a **Practice Head-Partnership & Growth** to provide necessary growth support to its operations' initiative at national and global level.

Tasks

The specific tasks to be undertaken are:

- Develop, implement and achieve, in line with agreed plans and budgets, a range of proactive **business development and fundraising activities** as per the target in order to maximize growth through both corporate and major donor lines of business
- Develop new ideas, concepts, position papers, and terms of references related to operation with cutting edge insights and knowledge to help business grow.
- Lead and support in concept/proposal development.
- Provide quality inputs to other units in their proposal development and lead generation
- Maintain a portfolio of existing supporter relationships and donors; and research and develop relationships with potential new supporters
- Actively participate in the networks around corporate, trusts, foundations and major donors
- Complete tailored fundraising proposals and applications to funding bodies and potential donors
- Meet with and present to potential supporters as appropriate and maintain all appropriate donor records and returns
- Provide assistance in the fulfilment of capital fundraising campaigns
- Manage up to date and ordered filing system (both paper and electronic) and maintain all tender subscription channels
- Assist with partnership and fundraising events
- Review proposal pieces and crosscheck its consistency and responsiveness
- Represent organization at various forums including at conferences, workshops, bid meetings, and other events.
- Support in partnership building with Clients, Donors, NGOs, Technical Organization, CBOs, Collectives, etc.
- Lead in knowledge management through writing stories, blogs, articles in newspapers/journals, etc.
- Work closely with other practices, sectors and regional units in operationalizing agreed plans and strategies.
- Conduct field visits to the project sites and identify strengths/weaknesses in project implementation and provide feedback and technical assistance to improve both individual and institutional performances for effective outcomes
- Keep up-to-date with the work of all of the project teams, as well as the organization as a whole, in order to provide timely information to senior TARU staff.

- Aligning work style with established work culture and leadership team.
- Provides technical assistance in area(s) of expertise
- Any other related activities, as assigned.

Qualifications

- M.B.A/Development Studies/Public Policy or any other technical discipline relevant to this role from reputed institutes.
- Minimum 12-15 years' experience especially with national and international organizations in **business development and partnership management**.
- Strong **multi-sectoral understanding** and excellent business development network and reach
- Ability to conceptualize, innovate, plan and execute ideas.
- Capacity to develop work plans, budgets, funding proposals.
- Good analytical & knowledge management skills including writing & presentation skills. Evidence of publications.
- High personal & professional integrity. Team player and ability to work under pressure and meeting deadlines. Problem solving attitude. Experience of managing teams and logistics
- Ready for extensive travel
- Excellent fluency in English and regional languages would be added advantage.
- Able to communicate clearly and sensitively with internal and external stakeholders.

Reporting line

The Practice Head will report to CEO.

Location

New Delhi

CTC

Attractive. The remuneration shall not be a constraint for the deserving candidate.

Apply

Candidates can mail their CV with three references and samples of publications to Prince Francis at hr@taru.org

Last date of application is Aug 12, 2017. Please include current CTC in your CV. In order to ensure that your application is sorted correctly, please clearly mention the title and location of the post in the subject line of your e-mail/application.

Only shortlisted candidates will be contacted for the interview.