



Position Announcement: Business Development Manager

INTERNATIONAL SOCIAL SERVICE USA

22 Light Street
Suite 200
Baltimore, MD
21202

www.iss-usa.org

International Social Service – United States of America Branch, Inc. is an international social service agency whose mission is to mobilize a domestic and international network of legal and social work professionals to efficiently connect vulnerable children, adults and families, who are separated by international borders, to the services and support they need. International Social Service-USA works across 50 states and in 120 countries around the globe to provide case management services, technical assistance, and training to support, protect, and reunite children and families on the move. International Social Service helps locate family members overseas, helps children in foster care find permanent families, checks on the welfare of children in other countries, and ensures the safety and protection of people moving across borders. For more information, visit us at www.iss-usa.org.

Position Overview:

International Social Service-USA has a goal of increasing its business revenues by 25% and is seeking a motivated Business Development Manager to build relationships and develop contracts with state agencies, to sell the organization's services to prospective partner agencies, and to enhance relationships with current and prospective child welfare organizations. Reporting directly to the Executive Director, the Business Development Manager will work collaboratively with the Executive Director and case management team to increase revenue, broaden our client base, and expand our audience. Through targeted outreach, the Business Development Manager will inform states about the need for our cross-border services and link states to resources and tools to help children and families. The successful candidate will have a passion for helping children and families as well as a background in business development or sales.

Responsibilities

- Work with case management team and Executive Director to set clear benchmarks and monthly goals
- Develop an outreach strategy, including relationship identification, cultivation, and solicitation strategies
- Work with current partners to expand relationships and identify prospective business partners
- Work with communications team, staff, and pro bono experts to develop targeted messaging and promotional tools to expand our audience and pool of potential customers
- Help develop new products and services to market and sell
- Keep track of all efforts in Efforts to Outcome Social Solutions database
- Other duties as assigned.

Qualifications

- Proven track record in sales, outreach, and/or partnership development
- Demonstrated experience cultivating and building relationships
- Established record in prospect research and expertise in managing relationship data
- Outstanding written, oral and interpersonal communications skills
- Ability to quickly learn, understand, and communicate International Social Service's work
- Ability to work collaboratively with a broad range of external and internal partners
- Highly effective organizational and time management skills
- Ability to work independently and under direct supervision of the Executive Director
- Goal and outcome-oriented, with excellent activity-tracking and reporting skills
- Experience in database management, social service case management database such as ETO, a plus

SUPPORT



PROTECT



REUNITE





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- Bachelor's degree or equivalent experience. Master's preferred.

Salary

This is a one-year contract position. Salary is in the range of \$42-45K commensurate with experience. For the right candidate, there is potential for a commission. Number of hours and remote working opportunities are also negotiable.

To apply, please send a resume, cover letter, and salary requirements to communications@iss-usa.org. Please include "Business Development Manager" in the subject line of your email. Applications will be reviewed until the position is filled. No phone calls please.

SUPPORT



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