

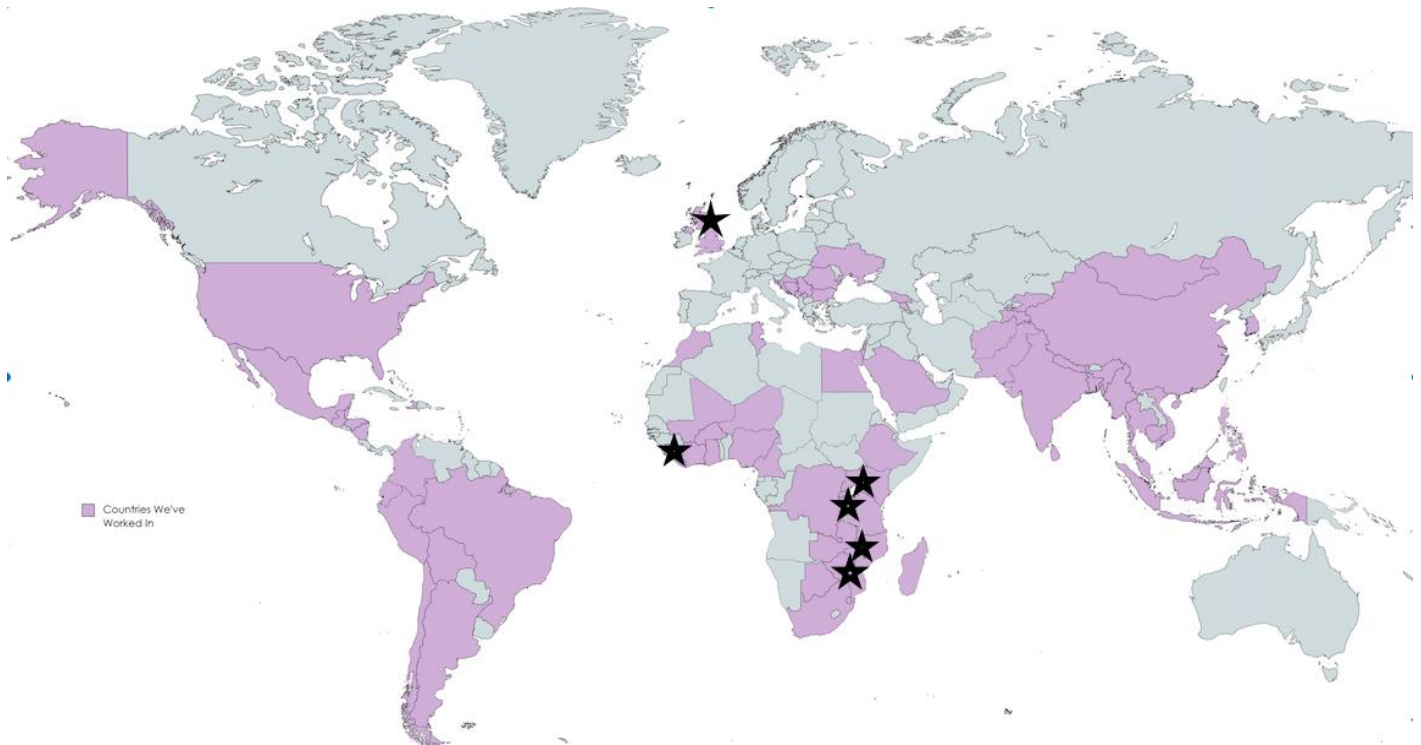
**Challenges  
Group**



# Recruitment Pack

## **Business Development Manager**

# All about us



**We are an international enterprise development organisation that delivers enterprising solutions to global challenges**

We operate globally and have offices in six countries: Ghana, Malawi, Rwanda, Uganda, the UK, and Zambia

## **Our Approach**

We have had the privilege of partnering with enterprise ecosystem support organisations across 78 countries.

Through working directly onsite with over 5,000 individual enterprises, our approach to enterprise support is rooted in tried and tested methodologies and our culture, then refined by 25 years of application. An innovative mindset

underpins everything we do at Challenges Group. From our experience, we believe that real performance improvement is unlocked when there is an understanding of the business model and its delivery, the people, and the ecosystem. Then, to add value, Challenges Group must bring an innovation mindset to plan and support transformation.

## **Our History**

We have been operating globally for 25 years across four continents

Since 1999, we have provided over 200,000 onsite consulting days, delivered £30 million in debt and equity financing, and supported more than 4,000 social businesses in 78 countries.

## Our 3 Pillars

### 1. There for the Journey

To support any enterprise with what it needs, when it needs it, we have developed and delivered a suite of tools and methods to support enterprise from idea to investment. So, rather than having a single programme model, or one-to-many service offering, we have a full-service one-to-one offering – we give enterprises the bespoke support they need at whatever stage they are.

### 2. A 3-Dimensional Understanding

To design and deliver the correct support to any enterprise, we take a holistic approach. We assess where the intervention is most needed (the enterprise itself, its people, or its ecosystem) depending on their present situation or future opportunity. The results are a multi-faceted enterprise improvement approach, with changes to all 3-dimensions reinforcing each other to ensure sustainable change.

### 3. Innovation Mindset

For us, innovation means the practical implementation of ideas that result in enterprise improvement – not invention. We help deliver incremental gains by working with enterprises to adapt ideas and models and apply them in new contexts to maximise impact. We use enterprise experts who have lived experience supporting often hundreds of individual enterprises in emerging economies, to verify the efficacy of business models, and to use adapted design thinking approaches as a launchpad for innovations for specific problems in specific contexts.

## Our Values

### WE'RE DRIVEN BY IMPACT.

We are passionate about creating sustainable impact. We want to support enterprises so that they're better able to tackle big global challenges.

### WE LOVE TO COLLABORATE

We think the best solutions arrive when we collaborate – with colleagues, with enterprises, and with partners. Collaboration brings new ideas and different perspectives, which means better solutions.

### WE FIND A WAY

We love problem solving. We interrogate an issue. We will understand the wider context and explore all possible options, and often bring solutions that weren't immediately obvious.

### WE THRIVE ON INNOVATION

For us, innovation is a state of mind, not just a tool. We are inherently curious and we challenge existing approaches; adapting ideas and models to apply them in new contexts allows us to maximise impact.



## Learning and Leadership

The Challenges Group has over 15 years' experience designing and delivering work-readiness and professional skills development programmes across the UK and overseas to a range of groups (such as unemployed youth, returnee migrants, women returners, and up to senior level managers), often in collaboration with the Chartered Management Institute (CMI). Partnering with governments, international organisations, NGOs, Foundations and private sector partners, we have put thousands of people through work-related skills training, increasing their personal and organizational effectiveness.

In Scotland, our training activities comprise:

- Employability skills training: supporting individuals to return to or advance in meaningful employment, eg. following a career break. Our flagship programme is the award-winning Making Work Work.
- Entrepreneurship training: supporting individuals to ideate, start and grow their social ventures through training and mentoring support.
- Professional and organisational development: enabling individuals to advance their careers and organisations to professionalise and accredit their management capabilities through learning and development.
- CMI recognised and accredited training: supporting learners to gain recognition of their learning and skills, including through qualifications and Chartered Manager Status.





## Business Development Manager

### Contract

30-37.5 hours per week (min. 4 days), permanent (6 months' probation).

### Location

Edinburgh (hybrid, flexible)

### Salary

£33,000 to £36,000, pro-rata, DOE

### How to apply

Please send your CV and a cover letter which outlines your suitability for the role to:

[training@thechallengesgroup.com](mailto:training@thechallengesgroup.com)

**Closing date:** Please send your CV and cover letter as soon as you are able. We will not review applications received after Friday 21 February.

We will be in touch with applicants after that date, if not before.

We hope someone can start in March/April 2025.

### Equity, Diversity & Inclusion

Challenges Group welcomes applicants from all backgrounds. We are dedicated to greater diversity and inclusion within our own organisation and strive to provide equal opportunities to people of all races, ethnicities, religions, genders, sexual orientations, gender identifications and abilities.

# Background

## About The Challenges Group

The Challenges Group is an international enterprise development organisation that delivers enterprising solutions to global challenges. The key global challenges we are helping to tackle are: Decent Work and Economic Growth, Gender Equality and Empowerment for all Women and Girls, Affordable and Clean Energy, Responsible Regenerative Consumption and Production Good Health and Wellbeing. Agenda 2030 and the Sustainable Development Goals (SDGs) are an integral part of our approach.

Everything we do is designed to maximise enterprises' potential, so they can deliver extraordinary impact. We achieve this by improving their organisational capabilities through learning and leadership development for people; strengthening enterprises and their ecosystems; facilitating access to finance; and supporting innovation.

We operate globally, have offices in seven countries - Ghana, Malawi, Rwanda, Uganda, the UK, Zambia and Tanzania - and have been privileged to support more than 5,000 individual enterprises, across 78 countries, refined over 25 years of application since we started in 1999.

## Learning & Leadership for Economic Empowerment

The Challenges Group is a long-standing provider of management and leadership training to a range of audiences globally, including through our strategic partnership with the Chartered Management Institute. We are seeking a Business Development Manager for our Scotland based Learning & Leadership team. The Learning & Leadership team are responsible for facilitating a range of training delivery to a number of key client groups in Scotland, either within programmes that support under-represented groups (such as the award-winning Making Work Work) or as a B2B training offer.

Investing in economic empowerment is essential for fostering sustainable development and economic growth. We are committed to growing the capacity of organisations and people across our markets through training of women and other key target groups, providing innovative solutions that engage, grow and connect people to emerging opportunities for growth and development.

We have been designing and delivering work-readiness, professional skills development, and early-stage entrepreneurship programmes, with proven experience of creating sustainable employment and opportunities across a wide range of sectors for 18 years and have trained over 28,000 individuals.

# Job Description

## The role

The Business Development Manager will work closely with the Business Development Director and the Senior Manager, Learning & Leadership. There may be opportunities to support other areas of Challenges work on finding enterprising solutions to global challenges, depending on experience, knowledge and availability.

The successful candidate will be expected to work flexibly in a hybrid pattern based out of the Challenges office in Edinburgh, where we are co-located with a number of social enterprises and social enterprise support agencies. It is a vibrant, dynamic working environment within the My Edinburgh ecosystem dedicated to social change. Some travel, for example to meet clients, develop business relationships or participate in events will be required. Challenges works according to an outcomes-focused, flexible working model and the successful candidate will be expected to manage their time in accordance with their responsibilities, workload and non-work commitments in a way which supports team collaboration and achievement of common objectives.

## Roles & Responsibilities

### **1. Realising the market potential for Economic Empowerment Programmes in Scotland**

Working with the Senior Manager, Learning & Leadership and the broader global Learning & Leadership team and drawing on the success of the award-winning Making Work Work suite of programmes and Challenges considerable experience of Economic Empowerment programmes globally, particularly for women, people from ethnic minority backgrounds, young people, and persons with disabilities, to build a market position for Challenges in Scotland.

#### Key responsibilities:

- Gather intel on and map out market opportunities, key relationships, funders, potential partners and public procurement opportunities to expand Challenges' reach in the economic empowerment space in Scotland.
- Build relationships with key stakeholders to develop opportunities for collaboration and consortium-building in the economic empowerment space in Scotland.
- Identify suitable calls for proposals, requests to bid, grant and tender opportunities, Foundations and corporate links, identify funding opportunities to deliver employability and entrepreneurship programmes to key target audiences beyond the women returners segment which has been our focus for the last four years.
- Develop project proposals, including project budgets, which demonstrate the applicability of our approach in other markets to the specifics of Scottish economic empowerment challenges, specifically for early-stage entrepreneurs and employability clients at stages 3-5 of the employability pipeline. Ensure effective handover of new projects to a project management team for delivery.

## **2. Building well-managed and resilient Third Sector and impact-driven enterprises in Scotland**

Working with the broader global Learning & Leadership team and drawing on 18+ years of partnership with the Chartered Management Institute, use our approach to management and leadership training to support impact-driven enterprises in Scotland to become better run, more resilient and to maximise their potential for growth and impact.

Key responsibilities:

- Work with our partners, including the Chartered Management Institute, to sell our training offer into impact-driven enterprises in Scotland as a B2B offering – either directly to enterprises or via third party organisations, such as membership bodies.
- Explore opportunities for a more strategic approach to third sector resilience and management good practice in Scotland for the benefit of the sector, its staff and its service users and beneficiaries through open calls and/or strategic relationships, including under the My Edinburgh brand.
- Prioritise the development of a pool of associate trainers and associate consultants to meet the demand for training delivery.
- Support members of the broader L&L team to recruit participants to regular management and leadership training sessions run throughout the year and ensure learners have all the materials and support they need. (The lead on this responsibility sits elsewhere)
- Explore the potential of our content and our relationship with CMI to develop an attractive training offer to new/existing audiences.

## **3. Other tasks**

- Support the Senior Manager, Learning & Leadership and the Business Development Director in relationship, business and partnership development as appropriate.
- Working with the Comms Manager, provide support across the team in Scotland by developing content such as short reports, funding bids, blog posts or social media posts in support of outreach, relationship development, participant recruitment and other programme aims.
- Carry out administrative tasks and support colleagues as required, including event coordination, meeting attendance etc
- Contribute to continuous learning and cross-team collaboration across The Challenges Group



# Person Specification

If this role interests you and you can envisage yourself doing it and bringing something to the team, please do apply. We are looking for an enthusiastic team player with a can-do attitude. The list of qualities and attributes below is intended as a guide, so please do apply even if you don't meet all of the criteria.

For this role, we are particularly interested in applications from people who have experienced (either personally or through their work) the challenges faced by people from marginalised or under-represented groups in seeking to access economic opportunities through employment or entrepreneurship.

## 1. Experience:

### Essential

- Proven experience of relationship-driven business development (e.g. lead generation, building networks and partnerships, developing income streams, building a business development pipeline)
- Experience of writing persuasive proposals or project outlines for successful bids for contracts, grants or tenders

### Desirable

- Experience of working with disadvantaged or under-represented groups to support them into employment or entrepreneurial activities
- Experience of working in social enterprise and/or impact-driven business in Scotland
- Experience of selling and/or delivering L&D services
- Experience of the public procurement system in Scotland/the UK

## 2. Skills and Competencies:

- Excellent communication and interpersonal skills, with the ability to build and maintain strong relationships with stakeholders at all levels
- Strong networking abilities to establish and nurture partnerships across various sectors and industries
- A creative ability to identify opportunities and build partnerships to realise them, while overcoming challenges
- Highly organised with excellent attention to detail to manage multiple projects simultaneously
- Flexibility and adaptability to work in a dynamic and agile environment

### **3. Personal Attributes:**

- A confident self-starter with an entrepreneurial attitude towards testing, learning and development of ideas and projects
- Passionate about social impact and the potential for not-for-private-profit and purpose-led business to achieve social change
- Interest and experience in personal and professional development and a belief in the power of training to empower people to develop and to deliver impact
- Collaborative and team-oriented, but able to work autonomously within a disbursed team
- Commitment to a culture of continuous improvement and learning

### **4. Additional Requirements:**

The contractual place of work will be the Challenges office in Edinburgh. The post holder is expected to attend the office regularly (in line with personal and business needs – we have one set day per month when everyone is expected to come into the office) and to travel to events and client meetings (mainly within the Central Belt). Please raise any requirements for flexible working during your interaction with us.

#### **Employment eligibility**

To be considered for this role applicants must have the right to live and work in the UK.

# WHY, WHAT, HOW?

## OUR PURPOSE

We exist to maximise enterprises' potential, so they can deliver extraordinary impact.

## OUR VISION

A world whose biggest challenges are being tackled by enterprises creating extraordinary impact.

## THE PROBLEM WE'RE TACKLING

Many enterprises do not perform at their fullest potential and may lack the capacity to operate better, thereby limiting their impact on global challenges.

## OUR MISSION

Our mission is to help deliver better solutions to global challenges by improving the performance of enterprises.

# Benefits



## Holiday entitlement

The holiday entitlement for full-time staff is 28 working days per year, inclusive of 8 public holidays. Staff receive an additional 4 days leave during the December festive break. Part-time staff receive a pro-rated entitlement.



## Flexible working

Staff generally work office hours – most staff adopt 'hybrid' working, but we encourage at least one day per week in the office. This role will allow you to tailor your schedule to fit personal commitments while contributing to our team's success



## Cycle to Work scheme

Challenges offers a cycle to work scheme that enables a discount towards any bicycle you purchase for the purpose of getting to work.



## Other benefits

Also available to staff is a pension scheme, and professional development courses through the Chartered Management Institute (CMI).

## Contact us



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