



# head of external relations

expression of interest

June 2019

## About Development Initiatives

Development Initiatives (DI) is an independent international development organisation working on the use of data to drive poverty eradication and sustainable development

Since Development Initiatives was established in the UK in 1993 our expertise and passion has been rooted in the role data can play in development. We are focused on getting better data on poverty and vulnerability, so we know where need is greatest and whether efforts are working. We are dedicated to improving information about resources so that they can be targeted effectively – and we want to help others use data to improve decision-making and drive better results.

We work to ensure that decisions about the allocation of finance and resources result in an end to poverty, increase the resilience of the world's most vulnerable people, and ensure no one is left behind. We want these decisions to be underpinned by good quality, transparent data and evidence on poverty and resources, and lead to increased accountability and sustainable long-term outcomes.

We believe there are enough resources in the world to consign extreme poverty to history, but poor or inaccurate information means these resources are not reaching those who most need them. While data alone will not end poverty, it is a vital catalyst for increasing knowledge, providing clarity and improving decision-making at local, national, regional and global levels.

Our work focuses on three key areas:

1. Measuring the progress of people out of poverty  
Our work on poverty is about driving commitments and investment towards improving poverty data, and drawing on existing data to start building a clearer and more accurate picture of poverty
2. Investments to end poverty and build resilience  
Our work on resources is about informing national, regional and international actors on how to mobilise, track and improve the targeting and effectiveness of the many different resources that can address poverty, vulnerability and crisis
3. Data use of sustainable development  
Our work on data use is about breaking down barriers to data use, improving data availability and usability, and helping people use data effectively in order to drive efforts to end poverty and build resilience

Our team of data analysts, data scientists, researchers, engagement and communications specialists, project managers and infrastructure staff work in offices or hubs in Kenya, Uganda, Nepal, the UK and the US.

Read more about [our work in our 2018](#)

## Purpose

DI opened its US charitable arm (DIPRA) in 2015 in order to drive action toward our strategic objectives, build new partnerships and deepen existing ones, increase the use of our analysis in the US and leverage new funding opportunities in the US and beyond.

DI already has a history of longstanding funding relationships with European, Scandinavian and Canadian governments, as well as key philanthropic partners in those regions. Our links with the US government and institutions remain largely unexplored, as do potential partnership opportunities with US think-tanks, CSOs and private sector organisations. As part of our 2016–2020 strategy, DI is expanding and diversifying its network of partnerships and funding partners, and building a financial base and developing relationships with new trusts and foundations.

We have undertaken stakeholder engagement through projects on an ad hoc basis, and would now like to expand and strengthen partnerships in a more systematic and strategic way. While work has also been undertaken on funder scoping and outreach, with a specific focus on philanthropic organisations and new funders of data and evidence based in the US and the US government institutions, we have yet to undertake stakeholder mapping and establish formal relationships with US funding bodies and organisations who are aligned with our agenda.

We are seeking a consultant who will take on the role of DI's Head of External Relations to represent DI in the US, broaden awareness of our work, undertake stakeholder mapping and outreach to key stakeholders, including government, foundations, think-tanks and CSOs. They will also need to focus on fundraising and building new funding partnerships, bringing creativity, innovation and proactivity to the role to secure new channels of funding, build relationships with donors and ensure DI continues to meet demand for the complex data work necessary to drive informed and evidence-based policy decisions to end poverty.

Reporting to the Executive Director, the consultant will be based in our office in Washington DC and will work with and support our Executive Team (the Executive Director, four other Directors who are based in the UK and our Head of Africa who is based in Kenya). They will:

- Work closely with engagement, partnerships and business development staff
- Review and be guided by our existing engagement and fundraising strategy and fundraising implementation plan
- Be the lead role in establishing the DI brand and increase awareness of DIPRA in the US, developing and maintaining relationships and representing DIPRA externally at events
- Lead the representation of DI in the US and establish a strong reputation and maintain our brand
- Identify key stakeholders for DI to build strategic relationships with; introduce DI to these stakeholders and what it can offer
- Ensure our consultancy offer is clear and relevant in the US and increase its visibility
- Build relationships with key US administration officials and Congressional leaders

- Build a strategic income stream for DI from the US – engage with US donors and increase DI’s funding partnerships with new donors in the US
- Represent DI at key meetings, conferences and events, and ensure DI’s work and voice is well represented to contribute to policy discussions.

## Person specification

Area	
Experience	<ul style="list-style-type: none"> <li>• Senior level leadership of external representation, speaking on international development issues including participating on panels and undertaking presentations</li> <li>• Evidenced track record of developing successful fundable ideas and translating them into applications for trusts, foundations, statutory bodies, bilateral or other institutional grant funders</li> <li>• International development or third-sector experience and politically savvy</li> <li>• Demonstrable networking experience and strong contacts within US government, NGOs based in the US, think-tanks, trusts and foundations</li> <li>• Evidence of developing corporate partnerships</li> </ul>
Skills and abilities	<ul style="list-style-type: none"> <li>• Stakeholder mapping and engagement expertise – able to systematically map stakeholders to influence, develop and deliver engagement strategy</li> <li>• Strong business development skills and expertise – evidence of ability to develop contacts and critical relationships for an organisation to increase its reputation, demand for its work as well as secure funding for its programmes</li> <li>• Experience of developing concept notes, proposals and taking a conversation from initial conception to a fully funded programme of work</li> <li>• Excellent networker who can build strong and lasting relationships with key stakeholders</li> <li>• Excellent communication skills, including experience of communicating effectively across varied audiences, both verbally and in writing, and able to undertake external presentations</li> <li>• Ability to synthesise, interpret and present complex information for policy-related discussions and talk confidently on a variety of issues</li> <li>• Confident to represent DI in senior level discussions and meetings</li> <li>• Able to work with a globally dispersed team, communicating via e-comms methods to connect and engage others across the organisation for US engagement</li> <li>• Proven organisational planning and project management skills</li> <li>• Good financial management and budgeting skills</li> </ul>
Knowledge	<ul style="list-style-type: none"> <li>• Excellent knowledge of international development with experience of working on aid, humanitarian assistance, development financing and poverty eradication</li> </ul>

- A good understanding of the US funding environment and strategic discourse shaping funding priorities
- A good knowledge of how the US government works, with working knowledge and experience of how to create opportunities to influence
- Knowledge and understanding of statutory, trust and institutional fundraising, including research sources and funding criteria
- Understanding of/connections with Canada a benefit

---

Personal  
attributes

- Competent in working under pressure for deadlines
  - Attention to accuracy and detail
  - Adept at working independently with minimal support
  - Highly confident with a strong network of contacts
- 

## Application details

Your CV/Business Portfolio and covering letter should be emailed to: Connie Fitzgerald (Human Resources Officer) at [HR@devinit.org](mailto:HR@devinit.org) quoting ref: **Head of External Relations** in the email subject line. You should also include a note of your daily rate and available start date.

- Closing date: 28 June 2019
- First Interview: w/c 8 July 2019
- Second Interview: TBC

Development Initiatives Poverty Research America Inc (DIPRA) is a Delaware nonstock, non-profit 501(c)(3) corporation.

- Registered address: 1209 Orange Street, Wilmington, New Castle County, Delaware 19801
- UK Principal address: Development Initiatives, North Quay House, Quay Side, Temple Back, Bristol, BS1 6FL, UK
- US Actual Address: OpenGov Hub, 1110 Vermont Avenue NW, Suite 500, Washington, DC 20005 USA

Development Initiatives (DI) is an independent international development organisation working on the use of data to drive poverty eradication and sustainable development. Our vision is a world without poverty that invests in human security and where everyone shares the benefits of opportunity and growth.

We work to ensure that decisions about the allocation of finance and resources result in an end to poverty, increase the resilience of the world's most vulnerable people, and ensure no one is left behind.

Contact: Harpinder Collacott, Executive Director  
Harpinder.collacott@devinit.org

To find out more about our work visit:

[www.devinit.org](http://www.devinit.org)

Twitter: @devinitorg

Email: [info@devinit.org](mailto:info@devinit.org)

Development Initiatives is the trading name of Development Initiatives Poverty Research Ltd, registered in England and Wales, Company No. 06368740, and DI International Ltd, registered in

#### **UK OFFICE**

Development Initiatives  
North Quay House  
Quay Side, Temple Back  
Bristol, BS1 6FL, UK  
+44 (0) 1179 272 505

#### **KENYA OFFICE**

Development Initiatives  
Shelter Afrique Building  
4th Floor, Mamlaka Road  
Nairobi, Kenya  
PO Box 102802-00101  
+254 (0) 20 272 5346

#### **UGANDA OFFICE** based at DEVELOPMENT RESEARCH

AND TRAINING (DRT)  
Ggaba Road, Mutesasira  
Zone, Kansanga  
PO Box 22459  
Kampala, Uganda  
+256 (0) 312 – 263629/30  
+256 (0) 414 – 269495  
[www.drt-ug.org](http://www.drt-ug.org)

#### **US OFFICE**

Development Initiatives  
1110 Vermont Ave NW,  
Suite 500, Washington DC  
20005, US