

## POSITION DESCRIPTION

Title: Sr. Business Development and Investor Relations Manager, WaterCapital  
Category: Full-time, Exempt  
Reports to: Director of Business Development & Investor Relations, WaterCapital  
Location: San Francisco, CA  
Effective: October 2016

### Introduction

663 million people – about one in ten – lack access to safe water. 2.4 billion people don't have access to a toilet. We are working every day to change this. We are Water.org. We're here to bring water and sanitation to the world. We want to make it safe, accessible and cost-effective because we believe that water is the way to empowering a better life that we can all share in, worldwide. We are an international nonprofit organization based in Kansas City, Missouri that has positively transformed millions of lives around the world through access to safe water and sanitation. Founded by Gary White and Matt Damon, we have been pioneering innovative, sustainable solutions to the global water crisis for more than 25 years, giving women hope, children health and communities a future. Visit us to find out more at <http://water.org/>.

In 2015, Water.org launched a new business unit, WaterCapital, to raise social impact capital to target investments in water supply & sanitation enterprises and financial institutions serving those at the base of the economic pyramid. WaterCapital has raised an initial \$10M fund focused on investments in India and is preparing to raise an estimated \$50M fund targeting South and Southeast Asia.

### Summary

The primary focus of the Sr. Business Development Manager role is to build a \$15M+ pipeline of philanthropic and social impact investors to launch WaterCapital and several social investment funds to scale a proven model - WaterCredit. Working closely with the Director of Business Development & Investor Relations, s/he will help shape WaterCapital's long-term fundraising strategy and efforts. More specifically, this includes raising capital, and developing and managing long-term partnerships with strategic funders and investors, advocating for the importance of investing in safe water and sanitation.

The Sr. Business Development Manager will target a range of investors including: foundations, investment and private banks and funds, corporations, high net worth individuals, and development finance institutions. The Sr. Business Development Manager will collaborate closely with WaterCapital's Investor Relations Manager and Portfolio Development team to strategically align fundraising efforts and strategic partnerships with downstream investment opportunities, and WaterCapital's long-term scaling strategy.

### KEY RESPONSIBILITIES

*Strategy and planning:*

- Develop and manage a robust and strategic \$15M+ pipeline of strategic philanthropic

- fundere and socially-minded investors, leading on due diligence and proposal materials.
- Help refine and support the development of messaging for WaterCapital and the social investment funds it will develop and launch.
  - Support the development and monitoring of annual operating plans and reports for WaterCapital and its social investment funds, integrating lessons learned and feedback from donors and investors.

#### *Investor and Donor Relationship Management:*

- Build and manage a \$15M+ portfolio of strategic fundere and socially-minded investors.
- Forge and manage high-impact, and strategic philanthropic and social investment partnerships (including grants, portfolio guarantees, equity, and debt) to support WaterCapital's efforts and long-term success.
- Develop projections and assess, prioritize, and track funder and investor behavior; and communicate updates and forecasts. Develop and review due diligence materials for investors with WaterCapital Investor Relations Manager and Portfolio Development team. Ensure internal reporting of investor and donor outreach is complete, accurate, and timely.
- Provide strategic insight on the global water crisis and water supply & sanitation finance (WSS finance), and investment opportunities in this space.
- Develop and maintain a thorough understanding of Water.org's and WaterCapital's scaling strategy, footprint, structure, and unique selling points in markets where we work.
- Raise visibility of WaterCapital's mission and brand through public presentations and events.
- Develop and maintain strong working relationships with other WaterCapital team members, Water.org's Global Advocacy team, and International Programs team to develop comprehensive partnerships that drive revenue growth and investments, and advance WaterCapital's global scaling strategy.

#### *Writing – proposals, grants, and reporting:*

- Strategize, draft, and oversee strategic investor & donor concept papers, proposals, and progress reports and investment materials for complex partnerships. This includes reviewing fund offering documents and due diligence materials; includes writing and review.

#### **Skills and Competencies**

- Excellent project management abilities and detail-oriented.
- Ability to digest complex, international development and water supply & sanitation (WSS) finance information at a fast pace, and distill to understandable and compelling communication / pitching documents.
- Deep understanding of the social impact investment and microfinance space
- Experience successfully mobilizing program-related investments from foundations and/or investments from individuals is preferred.
- Strong presentation skills.
- Ability to work under pressure with persistence and perseverance, and handle multiple projects in a complex environment.

- **Plans and Aligns** – Planning and prioritizing work to meet commitments aligned with organizational goals.
- **Strategic Mindset** – Seeing ahead to future possibilities and translating them into breakthrough strategies.
- **Being Resilient** – Rebounding from setbacks and adversity when facing difficult situations.
- **Courage** – Stepping up to address difficult issues, saying what needs to be said; ability to take calculated risks.
- **Directs Work** – Providing direction, delegating, and removing obstacles to get work done.
- **Values Differences** – Recognizing the value that different perspectives and cultures bring to an organization.
- **Manages Conflict** – Handling conflict situations effectively, with a minimum of noise.
- **Develops Talent** – Developing people to meet both their career goals and the organization's goals.
- **Customer Focus** – Building strong customer relationships and delivering customer-centric solutions.
- **Nimble Learning** – Actively learning through experimentation when tackling new problems, using both successes and failures as learning fodder.
- **Drives Results** – Consistently achieving results, even under tough circumstances.
- **Collaborates** – Building partnerships and working collaboratively with others to meet shared objectives.
- **Self-development** – Actively seeking new ways to grow and be challenged using other formal and informal development channels.
- **Optimize Work Processes** – Knowing the most effective and efficient processes to get things done, with a focus on continuous improvement.
- **Manages Ambiguity** - Manages ambiguity by operating effectively, even when things are not certain or the way forward is not clear.
- **Instills Trust** – Gaining the confidence and trust of others through honesty, integrity, and authenticity.
- **Financial Stewardship** - Demonstrates fiscally responsible decision making as applicable to one's role.

## QUALIFICATIONS

- Master's degree in economics or international development, or equivalent experience.
- 10 years of successful experience in business development and/or developing international development programs, advocating for innovation and social entrepreneurial approaches that challenge the status quo and can unleash system change.
- Experience in complex sales and strategic partnership building, or fundraising is a plus; along with a strong network of relationships.
- Demonstrated flexibility and success in rapidly changing environments.
- Excellent communication skills both verbally and written.

**Travel Requirement**

- Willingness to travel up to 30% domestically and internationally

**Salary/Benefits**

This position offers full-time benefits, including medical/dental insurance, life and disability insurance, retirement program and periodic review for merit and incentive pay based on organizational and personal achievement. Salary will be based on education and experience, and will coincide with similar nonprofit organizations in international development.

**Application Information**

Please apply at <http://water.org/about/careers/>

*Water.org is an equal opportunity employer and is committed to providing an inclusive environment. We do not discriminate on the basis of race, color, religion, gender, gender expression, gender identity, age, national origin, ancestry, disability, marital status, sexual orientation, pregnancy status, military and veteran status, genetic information, and any other status protected by law. We provide qualified applicants and employees reasonable accommodation, when necessary, to enable individuals to complete the application process and/or perform the essential functions of the job.*