

Prospect Research Manager

Location: UK, remote or hybrid in London

The Drugs for Neglected Diseases initiative (DNDi) is an international, not-for-profit research and development (R&D) organization that develops and delivers new treatments for neglected diseases affecting millions of the world's poorest people.

Together with more than 200 public research and industry allies worldwide, we use the power of partnership, innovation, open science, and advocacy to find solutions to a great injustice: the lack of medicines for life-threatening diseases that disproportionately impact poor and marginalized people. Driven by collaboration, not competition, and by patients' needs, not profits, we promote equitable access, foster inclusive and sustainable solutions, and advocate for a more effective global biomedical R&D system that meets the needs of neglected patients.

13 new treatments for people with Sleeping Sickness, Visceral Leishmaniasis, Chagas disease, HIV, Hepatitis C, and Malaria that have saved millions of lives. We aim to deliver a total of 25 new treatments by 2028 – addressing R&D gaps for neglected tropical diseases and viral infections, including new pandemic-prone diseases (such as COVID-19) and climate-sensitive diseases (such as Dengue) with a focus on the needs of patients in low- and middle-income countries.

With more than 240 employees of 30+ nationalities located in nine offices on four continents, DNDi is committed to diversity, equity, and inclusion as essential parts of our culture and key drivers of our success. We encourage candidates of diverse profiles and backgrounds to apply.

The External Affairs Department drives DNDi's visibility, influence, and financial sustainability. Its teams (Policy Advocacy, Communications, and External Relations) ensure that DNDi is visible and respected in influential circles, supported by committed stakeholders, and successful in securing the resources needed to deliver on its mission, while being effective in driving policy change as it advocates for neglected patients.

In 2021, DNDI released an ambitious new Strategic Plan 2021-2028, which outlined a funding goal of \$1.3 billion of which nearly \$830 million has already been secured, primarily from governments, major philanthropic foundations, and innovative financing mechanisms. As part of this strategy, DNDI is increasing its private philanthropic fundraising capabilities. The Private Sector Fundraising Team is a dispersed global team, with staff based in the US, UK, Brazil, Switzerland, and Kenya.

Purpose of the position

We're looking for an experienced prospect researcher with strong analytical skills and an excellent knowledge of the global philanthropic space to join our Private Sector Fundraising team. You will be joining a growing major gifts programme with ambitious goals and a strong new business focus.

You will have prospect research experience in a global health, scientific or medical non-profit setting, and the ability to move comfortably between the worlds of research and philanthropy and to identify opportunities beyond the obvious.

The successful candidate will develop and implement an effective prospect research strategy supporting DNDi's philanthropic ambitions, identifying new leads from foundations, philanthropists, trusts and companies, philanthropy collaboratives and funding calls. The role also involves setting up and socialising knowledge capture systems eg utilising Salesforce and communicating on good practice to other colleagues.

This is a fantastic opportunity to be part of a friendly and supportive team, with a strong focus on collaboration and working towards shared goals. This position would suit a highly organised, proactive and intellectually curious individual who is looking for a role where they can play a vital part in developing strategy and the delivery of ambitious targets in a global health setting.

Specific Job Responsibilities

1. Strategy and planning:

- Assist in developing a proactive and growth-focused prospect research strategy that aligns with DNDi's fundraising plans and strategic priorities.
- Develop and socialise processes and procedures relating to prospect research.

- Contribute to developing a visibility strategy for DNDi through the identification and tracking of prizes and relevant philanthropic and global health conferences.

2. Prospect identification:

- Identify and qualify prospective donors by cross-referencing information from our supporter database, external databases, funding calls, media sources, and biographical references.
- Conduct in-depth research on prospective donors and contacts.
- Build, track, and report on prospective donors for various funding priorities, ensuring they meet fundraising ambitions.
- Develop strong relationships internally, promoting the effective use of research information.

3. Prospect management:

- Make data-driven recommendations to support the cultivation of new prospects and the management of key donor relationships.
- Ensure fundraisers have dynamic prospect portfolios optimized to meet fundraising targets.
- Provide timely, accurate, and relevant information to fundraisers and organisational leaders as required, including meeting briefings.

4. Communication and internal capacity building:

- Present research results through written reports and presentations for various audiences.
- Present on aspects of prospect research and good practices to internal audiences

5. Knowledge capture/retention, compliance and due diligence:

- Input and maintain accurate information in Salesforce to support ongoing relationships and work with relevant team members on the systemization of knowledge capture, pipeline reporting and prospect ranking systems in Salesforce.
- Conduct ethical screening and due diligence research on prospects and donors to ensure compliance with DNDi's policies.
- Ensure compliance with data protection regulations in relation to data processing and use of prospect management tools.

6. Resourcing:

- Manage relationships with relevant external suppliers, including contractual and budgetary aspects, and oversee the use of prospect management tools.
- Monitor expenditure related to prospect research resources and make recommendations for resource optimization.

The above list of responsibilities is not exhaustive, and you may be required to undertake other responsibilities appropriate to your grade. This job description may be subject to review.

Reporting line

- Reports directly to the Head of External Relations (Private Sector Fundraising)

Interactions

- Interacts closely with front-facing fundraisers.
- Maintains close working relationships with the global private sector fundraising team and participates in regular meetings with the broader External Relations team.
- May interact with the Executive Team in the preparation of briefing notes for meetings.
- Contributes to the development of the annual work plan with strategies, goals, timetables, budgets, and performance benchmarks

Job Requirements

Skills and Attributes

- Excellent understanding of the global philanthropic landscape and strong in-depth knowledge of the philanthropic landscape in at least 3-4 countries. Strong knowledge of the US, UK landscape is vital and knowledge of additional markets (Switzerland, Germany, Netherlands or Sweden) highly regarded, as is some prospect research experience focused on developing markets.
- Exceptional written and oral communication skills.
- Demonstrated strong ability to work as part of a multicultural team.
- Intellectual curiosity and ability to rapidly develop an understanding of DNDi's work.
- An unwavering commitment to a diverse, equitable, inclusive, and actively anti-racist work environment

Experience

- Minimum 6 years' relevant experience
- A strong affinity for the mission, ideally grounded in prospect research experience for international NGOs, scientific organisations or organizations with global public health relevance. Some experience with medical research or neglected tropical diseases would be highly regarded.
- Proven ability to work effectively in a remote team environment and matrix structure

Education

- Master's degree or equivalent in experience

Other Requirements

- Fluency in English
- Good knowledge of Microsoft Suite and fundraising CRMs, with Salesforce a plus

Other information

- Status: The post is fixed term for 24-months with a 35-hour week with potential for renewal. The position is based remotely, with the possibility of hybrid working in London from MSF's office 2-3 days per week.
- Some international travel may be required.
- As part of a global organization, some regular out-of-hours calls will be required.

To apply

- Please submit your application using the online form
- Deadline for application: accepting applications until **20th May 2024 (COB)**
- **Only shortlisted candidates will be contacted.**
- Application submission for this position may close early if we have enough suitable applicants.