Business Development Manager

September 2026

1. The Role

Job Title:	Business Development Manager
Hours:	37.5 hours per week (full time)
Reporting to:	Executive Director of Strategic Partnerships
Salary	£40k per annum
Contract	Fixed Term 12 months

2. Role Purpose

Working closely with the Executive Director of Strategic Partnerships, the Business Development Manager will play a central role in growing and diversifying Youth Business International's income by proactively identifying, developing and securing new funding partnerships. A key focus of the role will be to build support for YBI's wider value proposition as a leading global network for youth entrepreneurship.

The role will generate new income from trusts and foundations, corporate partners and major donors. You will be expected to create new opportunities as well as convert them; researching and prioritizing prospective funders, opening doors through targeted outreach and networks, securing initial conversations and developing these into valuable, long-term partnerships.

You will work creatively with colleagues to develop compelling propositions that articulate the full value of YBI: its global reach and locally rooted network, its expertise and evidence, its ability to convene and influence, and its capacity to deliver impact at scale. This will include identifying opportunities for both restricted and flexible funding and making a persuasive case for investment in YBI's organisational and network-wide priorities as well as specific programmes and initiatives.

You will manage opportunities across the full business development cycle: from prospect research and initial outreach, through relationship-building and proposition development, to proposal submission, negotiating and contracting. You will be expected to take ownership of opportunities, maintain momentum and work proactively to move prospects towards a funding decision.

We are looking for someone with a collaborative and entrepreneurial nature who enjoys opening new doors, building relationships, making the case for support and turning promising conversations into sustainable income and long-term strategic partnerships.

Key responsibilities

1. Prospecting and securing new funding

- Build, manage and actively progress a strong pipeline of prospective funders across trusts and foundations, corporates and major donors.
- Research and identify high-potential prospects whose priorities and interests align with YBI's mission and strategic priorities.
- Manage opportunities from initial research and contact through cultivation, proposal development, negotiation and contracting.
- Build early-stage relationships with prospects, testing their appetite for partnership and identifying opportunities for restricted, flexible, multi-year and strategic funding.
- Maintain clear and accurate records of prospects, conversations, next steps and expected income.

2. Developing strong proposals and pitches

- Lead the development of clear, persuasive and tailored proposals, concept notes, presentations, pitches and other fundraising materials.
- Support with translating YBI's global network, programmes, expertise, evidence, influence and organisational capabilities into compelling propositions for different types of funders.

- Make the case for investment in YBI's wider organisational and network-wide priorities as well as individual programmes.
- Work with YBI colleagues and network members to develop programme and partnership concepts that respond to funder interests while remaining aligned with YBI's strategy and the needs of young entrepreneurs.
- Coordinate effectively with Finance, MEL and other colleagues to develop realistic budgets, outcomes, targets, milestones and measures of success.
- Ensure proposals are submitted to a consistently high standard and within agreed deadlines.

3. Building and managing funder relationships

- Act as a key relationship lead for an agreed portfolio of funded partners, building trusted, productive relationships once partnerships have been secured.
- Develop a strong understanding of each partner's priorities, expectations and longer-term interests.
- Work with colleagues to ensure commitments to partners are realistic, understood and delivered.
- Keep partners informed and engaged through regular, useful and honest communication.
- Identify opportunities to grow existing relationships through renewed funding, additional programmes or wider collaboration.
- Balance funder expectations with YBI's strategic priorities and the needs and capacity of our global network.

4. Developing new partnership ideas

- Work with the Executive Director of Strategic Partnerships, YBI colleagues and network members to develop new programme and partnership ideas in response to funding opportunities and emerging needs.
- Explore new sources of income and partnership models that can help YBI diversify its funding base.
- Identify opportunities that have the potential to be scaled, replicated or adapted across different countries, partners or programmes.
- Share insight from funder conversations, successful bids and unsuccessful approaches to strengthen YBI's wider fundraising practice.
- Keep abreast of developments in trusts and foundations, corporate partnerships and major donor fundraising.
- Monitor wider trends affecting youth entrepreneurship, employability, livelihoods, sustainability and inclusive economic development and identify where they may create new funding opportunities.

5. Working across YBI

- Build YBI's visibility and connections within relevant funding and partnership networks, developing relationships with intermediaries and influencers who can open routes to new funders.
- Bring insight from funder conversations into planning, helping YBI understand where new opportunities are emerging and what funders are looking for.
- Contribute to team plans, income forecasts and budgets.
- Track progress against agreed fundraising targets and provide clear updates on the new business pipeline, likely income, risks and next steps.
- Take responsibility for delivering agreed new business and income targets.

About You (Person Specification)

Essential

- Significant relevant experience in fundraising, business development or partnership development, with responsibility for generating new business and building a pipeline of new opportunities.
- A strong track record of proactively identifying and researching prospective funders or partners, prioritising targets and creating new opportunities through direct outreach, networking or other prospecting activity.

- Experience of managing a pipeline of prospects and moving opportunities from research and initial contact through to a successful funding decision.
- Excellent written communication skills, with experience of producing persuasive proposals, pitches or funding applications.
- Confidence in approaching new prospects, securing meetings and making funding asks.
- Experience of bringing colleagues together to develop proposals, programmes or partnership ideas.
- Strong organisational and project management skills, with the ability to manage multiple prospects, deadlines and relationships simultaneously.
- Good financial skills, including experience of developing or working with programme budgets.
- The ability to work independently, use initiative and keep momentum without needing close supervision.
- A collaborative working style and the ability to work effectively with colleagues from different teams, countries and cultural backgrounds.
- A genuine interest in YBI's mission and in improving opportunities for young entrepreneurs.

Desirable

- Experience of fundraising for an international NGO, charity or organisation.
- Experience of managing relationships with donors or funding partners after funding has been secured.
- Experience of developing multi-country or multi-partner programmes.
- Knowledge of youth entrepreneurship, livelihoods, employability, inclusive economic growth, sustainability, the circular economy or impact investment.
- Experience of grant management, reporting, monitoring or evaluation.
- Experience using LinkedIn Sales Navigator or similar prospect research tools.

How to apply

- If you are interested in applying, please send your CV (maximum 2 x A4) and a cover letter (max 2 A4 pages). Your cover letter must address how you meet the person specification.
- **You must ensure that these documents clearly demonstrate the expertise, skills, experience and competencies required for this role as they will be used to shortlist you.**
- Closing date: Midnight 20th September 2026.

Use of AI

We recognise that artificial intelligence (AI) such as 'ChatGPT' etc can be useful for applicants e.g. to shorten an initial draft, so we do not attempt to have an absolute ban on AI in applications. However, we would caution applicants not to rely too much on AI in drafting your application. We want to hear your authentic voice arising out of your experience, and we will be looking for answers that use examples and experiences that are specific to you. You are more likely to be able to produce that kind of content yourself than AI will.

The Interview Process

- We will have a panel interview online – dates TBC.
- Shortlisted candidates will be asked to complete a work sample/skills test in line with the requirements of the role.

About YBI
We are the global leader in youth entrepreneurship. For over 25 years we've combined global influence with local knowledge and experience.

At Youth Business International we support aspiring young entrepreneurs around the world to start, scale and sustain their businesses.

We develop and scale the most effective solutions to help young entrepreneurs succeed, from developing business skills, driving innovation and nurturing talent to unlocking finance and access to markets.

Our model
We are the only global organisation dedicated to youth entrepreneurship and combine global influence with local knowledge and experience. All work with young people is delivered by and designed in consultation with local experts and organisations, enabling us to successfully deliver global programmes with bespoke solutions in varied contexts.

Our model enables us to deliver a wide range of solutions that span geographies, respond to thematic priorities and evolve with new technologies and fresh challenges.

The Network Team
The driving force behind the YBI network is *The Network Team.* Based in London, UK, this passionate team are committed to growing the network, sourcing funding opportunities and equipping members with the most effective solutions to empower youth with the right tools to start and grow sustainable businesses.

To find out more about us, please see https://www.youthbusiness.org/

Benefits – What YBI can offer
We believe YBI is a great place to work and our benefits include:

- Flexible working hours – our core working hours are Monday to Friday from 10am-4pm, alongside additional time before or after this time to a total of 7.5 hours per working day. We are happy to discuss any other flexible working models you would find helpful to support your work-life balance.
- Holidays - You will be entitled to 25 days paid leave in addition to the normal UK Bank and Public Holidays per annum for the full leave year. Leave entitlement increases by 1 day per annum up to a maximum of 30 days.
- Pension Scheme - a 5% employer contribution from YBI with employee's minimum contribution of 3%.
- Group Life Insurance for all employees from first day of employment (Death-in-service benefit will be 3 x salary)
- Access to Healthcare Cash Plan benefit (which includes Employee Assistance Programme) after successful probation.
- Enhanced Maternity and Paternity Pay
- £250 (gross) subsidy for your home workstation set-up

Our Approach to Hybrid Working
YBI works in a hybrid way. In practice, this means that most of us work from home for a significant portion of the week. We do not have a minimum requirement for being the office. However, YBI believes coming together in person in an office environment or elsewhere offers real benefits for in-person collaboration, welcoming new colleagues and socialising opportunities.

It is, therefore, a requirement that all employees attend the following in-person meetings/gatherings:

i. 3 – 4 Network Team Away Days per year
ii. Team Meetings as arranged by each team (usually monthly)
iii. Any other role-specific or organisational meetings and events at various times.

All staff need to cover the cost of travelling for these.

Equal Opportunities

YBI is an equal opportunity employer, and we are committed to ensuring representation of people from all backgrounds regardless of their gender identity or expression, sexual orientation, race, religion, disability, age, ethnic or national origin, or any other aspect which makes them unique. We welcome applicants from all backgrounds to apply and would encourage you to let us know if you require any adjustments we can make to ensure that our recruitment process enables you to present yourself in a way that makes you comfortable.

GDPR

At YBI, your right to privacy and confidentiality is important to us. By applying for this job, your information will be entered into our recruitment system for YBI's employment purposes only and for no longer than one year after the post has been filled; then, personal data will be disposed of in the GDPR compliant manner. We store all data securely and will not disclose it to any third parties without your consent.