



**every  
one**

deserves a decent  
place to live.

## **Business Development Manager Candidate information pack**

**June 2025**

**Closing date: 13<sup>th</sup> June at 11:59pm**

# The basics:

- Business Development Manager
- £31,000 - £35,000 - This is a full-time position; however, part-time applicants will be considered.
- Permanent role.
- Remote, home based working
- Regular travel (2-4 times a month, mainly to central London, expenses covered.)
- Applicants must have the Right to Work in the UK.



# About Habitat for Humanity Great Britain

Habitat for Humanity Great Britain (HFHGB) is part of the international Habitat for Humanity network, tackling housing poverty around the world.

Decent and affordable housing is about much more than four walls and a roof – housing intersects with critical development issues, including gender equality, human rights, and climate change.

You can find out more about our work at:  
[www.habitatforhumanity.org.uk](http://www.habitatforhumanity.org.uk)



We build **strength**, **stability** and **self-reliance** through **shelter**.





# About the role

We're excited to be recruiting a new team member who will join our driven Corporate Partnerships team and be responsible for securing new corporate partnerships, whilst strengthening our brand in the UK. Working closely with our Head of Corporate Partnerships and Business Development Executive, you will research and unlock new partnerships to help raise vital funds to support Habitat for Humanity's work.

## Why this role matters

This new role has flexibility in how it is delivered and there is the opportunity to truly make it your own. The role will focus exclusively on new partnerships and with scope to define what sectors are prioritised within the first year of post such as construction, logistics, transport, or manufacturing.

This is an opportunity to make a lasting impact by building meaningful corporate relationships that support life-changing projects both in the UK and globally.



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# Your focus and responsibilities

- Exploring new funding opportunities: Using various tools and resources to identify new prospective corporate partners that align with Habitat's mission and priorities.
- Crafting winning proposals: Creating compelling and tailored proposals, showcasing the value of partnerships and the positive impact they can have on our mission.
- Providing regular updates on new business activities, pipeline progress, and partnership outcomes.
- Nurturing relationships: Strengthen potential relationships by delivering timely updates and communications that align with their interests, aiming to build long-term partnerships and increase future funding opportunities.
- Building a strong administrative system: You'll be responsible for keeping our CRM system, Raiser's Edge, up to date, ensuring all funder deadlines are met, and tracking future opportunities to keep everything running smoothly.



# The skills we are looking for

## Experience

- A good professional networker who actively listens and focuses on creating long-term relationships with contacts.
- Experience of building income generation led relationships with prospective partners/clients by identifying and promoting key priorities, benefits and synergies which will resonate and lead to powerful early connections.
- Experience of building compelling cases for support that can be translated into pitches and proposals.
- Experience of pitching and presenting clear, emotive, and compelling content to a wide range of potential audiences, from the reception desk to the boardroom.
- It is a bonus if you have experience working in an international context, for an NGO or another organisation, raising funds for international projects.

## Skills/Knowledge

- Ability to think and plan strategically and be creative in that thinking.
- Rudimentary understanding of key corporate fundraising trends and priorities for corporate donors including SDGs, ESG, and employee engagement metrics
- Demonstrable passion for the vision of Habitat for Humanity of decent housing for all.

## Commitment

- Support Habitat's values and mission and willingness to be a part of the Habitat team, contributing to an inclusive, kind and people positive culture.
- Demonstrable interest in our work, and commitment to continued learning and development.

## Working Style

- Ability to work collaboratively with diverse global teams, across different time zones.
- Self-motivated and organised, able to work under pressure to deadlines and use own initiative to solve problems and adapt to changes.
- Enthusiastic and positive, with a can-do attitude.

# A flexible approach

Habitat's three-year ambition is to rapidly scale up our activities and impact to fight poverty across the world. This means that we must be adaptable and flexible and have an ambitious, and dynamic team. While this is a home-based role, there is an expectation that the post holder will be flexible, and able to travel to Greater London and elsewhere on a regular basis. There may also be opportunities for international travel.

This role is not eligible for UK Visa Sponsorship - the successful applicant will need to have a pre-existing Right to Work in the UK in order to be offered an employment contract.





# What we offer

Employee well-being is pivotal to organisational success and HFHGB is committed to supporting its people's well-being. Our existing offer includes flexible working arrangements, a sabbatical policy, virtual GP services, and "Habitat Day" – an extra day of leave for the whole team.

We plan to expand our offer further, establishing Mental Health First Aider training, a buddy system for new team members, and burnout training. We want to foster a resilient and well-supported team and encourage all employees to actively participate in making this happen through suggestions and feedback.

As a fully remote team, we recognise that home-working can bring challenges. In the Fundraising and Partnerships team we are working to bring colleagues together through online joint working sessions, social engagement, and regular meetings.





# Start your Habitat journey

We'd love to hear about your skills, experience, and interests, and how this motivates you. To apply for this role please send a cover letter\* – no more than 2 pages – along with your CV by email (**Subject Line:** Business Development Manager) to Amber Woods:

**[AWoods@habitatforhumanity.org.uk](mailto:AWoods@habitatforhumanity.org.uk)**

Please also reach out to Amber if you have any questions or would like to arrange an informal conversation before applying.

**Deadline for applications is 13<sup>th</sup> June 2025 (at 11:59 pm).**

The recruitment process is one stage, comprising an online interview with a panel, which will include a short presentation relevant to the role. A briefing on this, as well as an overview of the questions, and the panel members, will be shared in advance.

*\*Please make sure to use your own words and ideas on the cover letter. The goal is for us to know you better in order to assess if this role and your motivation are a good fit. Letters written with AI will be disregarded.*

