



## Business development lead - voluntary role

### Introduction

Age in Spain is a small, modern and dynamic national charity of skilled and committed volunteers which provides trusted, accurate information for English speakers living in or moving to Spain and one to one help for older people and their carers to access the right services and support and maintain independence.

We receive no government funding and completely rely on donations to fund our work. To meet this challenge in 2024, we are establishing a new volunteer team of creative, skilled people to help deliver our income generation plans. The Business Development Lead is a strategic player in establishing and developing this team.

### Role Summary

To help Age in Spain commercialise and optimise opportunities to raise needed funds through sponsorships, grants, donations, and fundraising activities and events. To do so in a collaborative manner as part of the charity's leadership team - the duties are complex and it is not expected that the incumbent will complete all tasks and create all content. Their team-mates will contribute to and support all activities.

Reporting directly to the Chief Executive, you will be expected to:

- Develop and gain sign off to a fundraising strategy
- Energise volunteers to become a community of commercially savvy, fund-raising champions
- Build and maintain professional relations both internally and externally
- Research and identify opportunities for sponsorship and commercialisation of services, and pursue through to completion
- Research and identify commercial and other partnerships for collaborative benefit, and pursue through to completion
- Develop a programme of virtual and in-person events to generate funds eg auctions, raffles, sponsored activities, social gatherings etc
- Commercialise the 'Moving to Spain' guide determining the optimum pricing and route to market, followed by a series of other appropriate guides for commercialisation

- Identify and pursue grant-making bodies eg foundations, EU, etc
- Help prepare financial documentation for the completion of fund-raising applications
- Ensure volunteers, donors and funders are kept informed of how the money is spent, and the positive outcomes that ensue

**What you need to offer:**

	ESSENTIAL	DESIRABLE
Skills	Commercially savvy Negotiation skills Good communicator Able to access and use computer Be fluent in spoken and written English	Ability to speak Spanish
Experience	Previous related experience in a similar role Managing/coordinating a team	Commercial experience
Aptitude	Creative Problem solver A do-er and completer finisher Ability to analyse information and data	
Disposition/Personality	Enthusiastic and personable, enrolling colleagues on the way Able to work alone Self motivated but also a team player	
Special factors relevant to role	PC High speed internet connection required.	

Everyone at Age in Spain must commit to upholding and promoting our values of:

- Inclusion
- Empowerment
- Independence
- Respect for others

We will provide an initial induction training in the role with ongoing coaching and support.

We would anticipate that the role will be either for a minimum commitment of 4 hours a week and/or flexible, more intensive project based involvement, depending on the packaging of the role to best match the person's skills with Age in Spain's needs.

The role is home based, working online.

Applications open now.

To apply:

Complete the short online application form and upload your cv or other supporting information.

We will get back to you within ten days. We reply to every applicant.

[Application form.](#)

Thank you - we look forward to hearing from you.