



San Diego Futures Foundation

4283 El Cajon Blvd, Suite 220, San Diego, CA 92105

T: 619-269-1684 | F: 619-269-3471

www.sdfutures.org

JOB TITLE: Business Developer

WHO SHOULD APPLY FOR THIS POSITION

- Applicants with combination of experience both in profit and nonprofit organizations
- 1- 3 years of experience in the sales and marketing position is required
- 1-2 years of experience in the Managed IT Services, or IT Services industry is preferred
- Bachelors' Degree in business with concentration on marketing or business development is preferred or equivalent combination of experience and education.
- This is mid-senior level position and we will provide on job training and orientation on IT Services

PROGRAM OVERVIEW

IT services from SDFFF, is focused on enabling the success of small and medium-sized non-profits through the effective use and management of technology. The company is the San Diego leader in the provision of IT Services for non-profits with between 10 and 100 employees. Our organization serves hundreds of clients across the NPO sector.

JOB SUMMARY

The primary role of the Business Developer is to prospect for new clients by networking, cold calling, advertising or other means of generating interest from potential clients. They must then plan and execute persuasive presentations that will convince potential clients to do business with the SDFFF.

Business Developer works to improve the organization's market position and achieve financial growth. Business Developer is responsible to define long-term organizational strategic goals, builds key customer relationships, identifies business opportunities, negotiates and closes business deals and maintains extensive knowledge of current market conditions

They must develop a rapport with new clients, and set targets for sales and provide support that will continually improve the relationship. They are also required to grow and retain existing contracts by presenting new solutions and services to clients. Business Developer work with mid and senior level

Additionally, The Business Developer will expand their client base through business development initiatives and networking activities such as mixers, tradeshow, Better Business Bureau and Chamber of Commerce initiatives, etc. as well as by soliciting references from existing customers.

RESONSIBILITIES

- Prospect for potential new clients and turn this into increased business.
- Cold call as appropriate within the market or geographic area to ensure a robust pipeline of opportunities. * Meet potential clients by growing, maintaining, and leveraging SDFFF network.
- Identify potential clients, and the decision makers within the client organization.
- Research and build relationships with new clients.
- Set up meetings between client decision makers and SDFFF's Senior Management



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- Plan approaches and presentations. * Work with team to develop proposals that speaks to the client's needs, concerns, and objectives.
- Participate in pricing the solution/service.
- Handle objections by clarifying, emphasizing agreements and working through differences to a positive conclusion. * Use a variety of styles to persuade or negotiate appropriately.
- Present an image that mirrors that of the client.
- Recurring professional, managed and cloud service solutions.
- Strategic and complex IT project and procurement opportunities to prospects and existing clients.
- Apply an in-depth understanding of services, programs, and sales methodology to address complex and strategic project and procurement opportunities.
- Work with regional engineering project resources, regional relationship management resources, sales and management resources to achieve and exceed quota.
- Work with staff to cross-sell IT Services to their client and prospect base.
- Develop a thorough understanding of how services create value for customers.
- Develop a thorough understanding of technology services and trends.

Client Retention

- Present new products and services and enhance existing relationships.
- Work with technical staff and other internal colleagues to meet customer needs.
- Arrange and participate in internal and external client debriefs.

Key Performance Metrics:

- Sales Activities.
- Managed Services Quota Attainment.
- Project Services Quota Attainment.
- Project Procurement Quota Attainment.
- Client Retention.

Other Skills and Qualifications

Networking, Persuasion, Prospecting, Public Speaking, Research, Writing, Closing Skills, Motivation for Sales, Prospecting Skills, Sales Planning, Identification of Customer Needs and Challenges, IT Services, Market Knowledge, Meeting Sales Goals, Professionalism and Microsoft Office.

EDUCATION

- Bachelors' Degree or equivalent of 3-5 years' experience in marketing, sales or IT Services business development.
- Industry recognized certification in computer technical training preferred but not required
- Experience working in sales and marketing is required



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- Current California Drivers' License and Automobile Insurance Policy
- Reliable transportation

PHYSICAL JOB DESCRIPTION

The work environment is a typical air conditioned open style office with desks and retail space with low-to-moderate sound levels. The position requires the employee to work outside of the office and to interact with external clients throughout San Diego County. The Business Developer will be provided with a Windows based PC, a telephone and office supplies to use for work related purposes. Physical tasks include typing and occasionally lifting small boxes less than 50lbs.

TASKS AND TIME USE

Task Name	Description	% of Time Spent
IT Sales	The Business Developer role is market-based sales and business development position. The primary responsibilities of the role are to help grow sales through presenting and closing: Recurring professional, managed and cloud service solutions. Strategic and complex IT project and procurement opportunities to prospects and existing clients.	90%
Operations	Enter timesheets and expenses, attend meetings and trainings.	10%

REPORTING

The Business Developer reports to the Director of Operations and works in collaboration with It Services Department and works collaboratively with all SDFF staff.

TERMS

Hours: Full-time

Classification: Exempt

Compensation: Based on experience

Benefits: Employee is eligible for health, dental, vision and Group Term Life Insurance benefits after 30 days of employment.



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I have read and understand the above job description. I also understand this is just a guideline to use when doing my job and not to be construed as a contract. I further understand, as an at-will employee I or SDFF can terminate this employment relationship for any reason. This position within SDFF is a grant funded position and may be terminated in the event of loss of funding.

By signing this job description, I confirm that I am also capable of successfully performing the duties of this position as described. While this job description is intended to be an accurate reflection of the job requirements and accountabilities, SDFF management reserves the right to modify, add or remove duties from particular jobs and to assign other duties as necessary.

Employee Signature

Date

Director/Manager Signature

Date