



Job Description: New Client Acquisition

Objective/Summary

Members of the New Client Acquisition Committee are responsible for initiating and developing relationships with potential new clients and determining if SWB can assist them. NCA Committee members reach out to former clients, foundations, and non-profit organizations, and communicate with potential clients who contact SWB themselves.

Responsibilities

- Find and review potential clients and projects
- Communicate with prospective clients about their potential project needs and develop a working relationship with them
- Actively reach out to nonprofits and NGOs, former clients, and nonprofit networks
- Act as a salesperson for SWB

Required Skills

- Previous experience with at least one SWB project
- Good understanding of the SWB Engagement projects process
- Effective communication skills
- Adaptability and flexibility
- Creativity and innovation
- Perseverance
- Being comfortable at reaching out and starting communication with strangers

Commitment

30 minutes - 4 hours per week

Location

This position is fully remote, and all meetings except JSM are held online. Communication takes place over email, slack, and zoom/google meets, etc.

Term

No term

Benefits

Working with NCA will allow you to talk with a variety of people around the world about the types of projects they need assistance with.

20 July 2023