

Partnership Developer – Haiti
February 2012
Job Posting

Bright Hope’s Mission and Vision: Bright Hope is a Christian international relief and development organization dedicated to bringing Hope to those who live on less than \$1 a day. We seek to provide for the physical, economic, and spiritual needs of the Extreme Poor through holistic partnerships with indigenous churches in some of the poorest countries around the world.

Job Summary: This position is located in Pignon, Haiti. It works in and with the local Haitian Christian church. The pay is a combination of self-funded and Bright Hope-funded income. The position oversees the discovery, coordination and administration of all aspects of partners and projects in the field and provides updates and reports to Bright Hope to make informative field decisions that align with the Bright Hope’s mission and vision. Partnership developing includes regular visitations and communications to partners to help in project planning, organizing, supporting, quality control, reporting, and coordination of the transfer of funds. The Partnership Developer must affirm Bright Hope’s Belief Statement and model the evangelical Christian faith, as described here: http://www.brighthope.org/why_brighthope/mission.php.

Job Responsibilities include

- Develops and implements an engagement strategy in alignment with Bright Hope’s mission, vision, and beliefs
- Develops, implements, and tracks programs to achieve successful growth
- Networks with local field individuals, churches, and ministries to identify appropriate programs and projects
- Casts the vision of Bright Hope in an appropriate manner that controls expectations, while opening up new projects with partners in the areas of microenterprise, relief grants, evangelism grants, gifts-in-kind, craft purchases, and/or economic development grants
- Provides regular communication, reporting, and follow up reporting to the Director
- Uses checklists, reporting, metrics, and story-telling in communication with the Director
- Regularly communicates with and visits partners and projects
- Ensures partner activities operate within the policies and procedures of Bright Hope
- Ensures partner activities are thorough and completed within scheduled timeline
- Uses Bright Hope forms and records to document partner activities and travel expenses
- Writes partner/project reports and proposals for Director and donors
- Monitors that partners operate within the funding parameters
- Identifies and evaluate the risks associated with projects
- Monitors the project activities routinely and conducts evaluation according to the project framework
- Organizes and leads trips for donors and Bright Hope staff to partners under PDs supervision
- Trains partners in report and proposal writing, including writing stories, metrics, and follow up
- Trains and supports partners to maximize their efficiency and productivity

Education and Experience:

- University degree in international community development or a related subject preferred
- 3+ years in a related field
- Experience working well with churches, pastors, ministries and missionaries
- Previous experience living and working in developing countries
- Experience with photography and videography a plus

Key Knowledge and Skills:

- English fluency in written and verbal communication required
- French or Haitian Creole fluency a plus
- Strong communication skills
- Strong Project management skills
- Solid computer skills for word processing, spreadsheets, email, internet
- Accounting knowledge to manage budgets, forecasting, and financing
- Ability to network and vision cast

Special Position Requirements:

- Must affirm Bright Hope's Belief Statement and model the evangelical Christian faith, as described at http://www.brighthope.org/why_brighthope/mission.php.
- Works out of home or church in or near Pignon, Haiti
- Passion for helping the extreme poor in Haiti
- Travel required; Work and travel may involve entering areas of poverty that may include some level of risk

Qualified candidates – send your resume to terra.lawrie@brighthope.org.