



Job Vacancy: Business Development, Project Fundraiser internship (EN)

The company: Trama TecnoAmbiental (TTA) is an SME with over 30 years of experience in projects and services for renewable energy, rural electrification, development and sustainability. TTA mainly works in the following areas:

- High value consultancy services in distributed renewable energy
- Design of renewable energy projects, grid tied and off-grid power plants
- Turnkey services of renewable energy projects, in particular solar PV and RE micro-grids for rural electrification
- Engineering services for public and private clients
- Design of sustainable and eco-efficient buildings
- Policy and capacity building projects for governments in Renewable Energy and Sustainability

TTA headquarters are based in Barcelona, Spain and has regular presence in Nairobi, Kenya and in Sao Paulo, Brazil.

For a better insight view of TTA's work, please see a video of our project in Chad: <https://youtu.be/JOYmR0fRMuc>

Job description:

TTA has already developed numerous Solar PV Micro-grid projects for rural electrification that have been commissioned and in operation, and has others which still need funds to be completed or scaled-up. Among these ones, the priority is given to Kenya and Tanzania. There is a need to find new funding sources including international organizations, government organizations, corporations, private foundations, crowdfunding, impact investors, philanthropists, and commercial banks.

TTA is thus seeking a diligent Project Fundraiser, fluent in English for an internship.

Responsibilities:

The main responsibilities of the Project Fundraiser will be, but not limited to:

- Fundraising strategy:
 - To understand the funding levels of traditional and non-traditional investors to improve the fundraising strategy.
- Prospect Research and Networking:
 - To research, identify, list and track investors who are relevant to the current and future TTA's projects and sectoral focus.
 - To contact by phone all potential investors, to get through to the right person and explain the overview of TTA's projects request for funds.
 - To navigate investors' organizations and form alliances with the right people to develop network and increase opportunities.
- Database Management & Communication standardization:
 - To consolidate, develop, and improve investors' data base in an organized and standardized way.
 - To improve a communication plan with standardized procedures.
- Acquisition of funds: **Main objective.**
 - To join meetings to explain in detail TTA's projects request for funds.
 - To fill-in proposal forms and draw-up content for material to request funds.
 - To facilitate all the steps that lead to getting funds.
- Other responsibilities:



In addition, and depending on the capacity and rapidity of the intern to find funds, the intern could help the Business Development department:

- To prepare proposals for international tenders
- To develop and improve the business plan
- To find, interview and train a new intern at the end of the mission

Profile:

The ideal candidate for this position will have the following competences:

- Third/Fourth-year student of a bachelor's degree in communication, marketing, business management, or related field.
- REQUIREMENT - Fluency in English, both written and verbal
- Excellent communication and presentation skills
- Passionate about renewable energies and rural electrification
- Creative, pro-active, and results-oriented approach to fundraising
- Methodical and organized with the ability to prioritize a busy workload
- Autonomous
- Cross-cultural communication and interpersonal skills
- Proficiency with Microsoft Office tools, Google Drive tools
- Comfortable with phone calls
- Ability to learn quickly
- Ability to develop relationships and excellent interpersonal skills
- Ability to motivate, influence and get the best out of investors

The following competences will be an advantage:

- Master Degree Students
- Fluency in Spanish and/or French and/or German will be valued
- Experience in Business Model creation
- Fundraising experience
- Experience of using database

Remuneration:

To be determined according to the candidate's qualifications and experience, and school's guidance.

Starting date: First Quarter 2018.

Duration: Minimum 5 months, the longer the better.

Position based in: Barcelona, Spain.

Apply: Interested applicants may send their up-to-date resumes along with a short cover letter (1 page max.) by clicking on the following link that will show you the procedure to follow (upload CV + cover letter, and fill-in form) to apply to TTA:

<https://goo.gl/forms/i05SOg847G7bsybE3>

Only shortlisted candidates will be contacted for an interview.