**TORs for a Part-time Business Development Fellow for PBRC**

**DRAFT 2025 03 08**

**Background**: The Partnership for Results-Based Contracting (PRBC - <https://www.p4rbc.org>) is a nonprofit organization which harnesses the power of NGOs, CSOs, the private sector and other non-state actors to provide critical social services to under-served communities. It promotes the use of contracting mechanisms that incentivize the achievement of measurable benefits for people. PRBC’s [dynamic and successful team](https://www.p4rbc.org/leadership)  brings more than 25 years of experience in effective contracting to help governments, donors, and philanthropic organizations dramatically improve people’s lives.

**Objectives:** The objectives of this position are to help PRBC: 1) find funding opportunities for some of its ideas in Afghanistan and elsewhere; 2) identify consulting services that PRBC could provide; and 3) build closer relations to funders, technical assistance providers, and service providers.

**Scope of Work:** The Business Development Fellow will carry out the following activities:

1. Regularly look for consulting service opportunities and requests for proposals that might be of interest to PRBC.
2. Seek funding from diverse sources (such as foundations, MDBs, bilateral and multilateral organizations, NGOs, etc.) for activities that PRBC would like to implement in Afghanistan and elsewhere.
3. Build and maintain strong linkages with funders, technical assistance providers, and service providers.
4. Discuss with PRBC members their contacts and networks and propose how best to exploit the contacts of PRBC members.
5. Summarize the business opportunities identified and communicated them to PRBC members including presenting them to the weekly PRBC meetings.
6. Help organize and submit responses to interesting RFPs and opportunities.
7. Explore learning opportunities for PRBC members and him/herself to strengthen fundraising knowledge and skills.
8. Maintain searchable records that are accessible to PRBC members.

**Terms & Conditions:**

The individual selected for the position will be expected to:

1. Work at least 10 hours per week (about 2 hours per day).
2. Make a commitment to working one year
3. Report to the CEO and secretary of PRBC

In return for their services, PRBC will provide the Fellow with references, recommendations, and contacts in the field of global health.