
Business Development Manager

Location: Windhoek, Namibia

Reports to: CEO, N-BiG

Type: Full-Time Permanent Position

Start Date: As Soon As Possible

About N-BiG

The Namibia Biomass Industry Group (N-BiG) is a Section 21 nonprofit industry association representing private-sector and academic members active in Namibia's bush biomass sector. Its mandate includes supporting bush control and biomass utilisation, exploring market opportunities for bush-based products, and promoting industry diversification. N-BiG is seeking a full-time Business Development Manager to report to the CEO. The role will strategise, manage, oversee and implement business development activities for N-BiG and its subsidiary. The position is based in Windhoek, with occasional business travel required.

Role Overview

We are seeking a highly motivated and entrepreneurial Business Development Manager to unlock funding and scale commercial ventures and any income-generating activities to ensure long-term sustainability. The position will also lead the identification, structuring, and launch of new ventures under N-BiG (Pty) Ltd. This role is critical to N-BiG's goal of creating commercially viable solutions that support the growth of Namibia's biomass industry.

Key Responsibilities

- Product and Service Development
 - Identify new services and products that N-BiG and N-BiG's Pty (Ltd.) can offer to members and non-members
 - Service development
 - Practical Service implementation and monitoring.
 - Set up and maintenance of a partner and consulting database for contracting for service delivery on behalf of N-BiG
 - Identify innovative financing mechanisms
 - Lead feasibility assessments, business planning, and financial modelling for new ventures.
 - Develop implementation strategies and oversee execution from pilot phase to new services.

- Strengthen (in cooperation with the CEO) new Strategic Partnerships



- Cultivate strategic partnerships with private investors, technical providers, off-takers, and development agencies to access co-funding opportunities.
- Facilitate joint ventures and collaborations that enhance both donor-funded and commercial projects.
- Represent N-BiG (Pty) Ltd at investment forums and donor roundtables to negotiate and collaborate with industry and regional stakeholders.
- **Operational Management and Implementation**
 - Operationalisation of N-BiG PTY business plan
 - Oversee initial setup and operations of new ventures, including recruitment, budgeting, and performance monitoring.
 - Establish systems for governance, reporting, and operational excellence in early-stage ventures.
 - Design and implement strategies that balance donor dependency with commercial independence
 - Monitor revenue streams and provide regular income generation reports to management.
 - Advise management on strategic positioning and market entry opportunities.
- **Support Fundraising & Investment**
 - Identify, cultivate, and manage relationships with international donors and development agencies
 - Support fundraising efforts, including donor proposals, concept notes, grant applications, investment decks, and pitch preparation, aligned with N-BiG's mission.
 - Facilitate joint ventures and collaborations that enhance both donor-funded and commercial projects.
 - Work with the N-BiG team to structure co-investment and blended finance opportunities for ventures.
 - Develop new business models and partnerships.

Required Qualifications and Experience

- Bachelor's degree in business management, economics, development studies, or related field (master's preferred).
- Minimum 5–7 years' experience in business development, venture building, donor proposal writing or commercial project management.
- Proven experience in launching or operating early-stage ventures or industrial businesses.
- Strong experience in service development and management (e.g. to members of member-based organisations)
- Strong financial acumen and ability to build and interpret financial models.
- Excellent negotiation, communication and stakeholder engagement skills.
- Willingness to travel within Namibia.



Desired Attributes

- Familiarity with Namibia's biomass sector, NGO landscape, Agri-processing, or renewable energy markets is an added advantage.
- Entrepreneurial mindset with an affinity for execution.
- Strategic thinker who can turn ideas into investable ventures, with strong financial management skills.
- Comfortable navigating public-private ecosystems.
- Value-driven with a commitment to sustainable development.
- Entrepreneurial mindset with ability to balance donor priorities and commercial realities.
- Collaborative leader who can engage diverse stakeholders
- Team-payer
- Strong communicator

What We Offer

- A unique opportunity to shape Namibia's emerging biomass economy.
- A dynamic and mission-driven working environment.
- Competitive remuneration and compensation with strong possible performance-based incentives options based on the success of the income generated
- Career growth opportunities in a fast-growing sector.
- A highly motivated and dedicated team to join
- Comfortable and easy access office
- Car for business-related travel

Application & Deadline

Qualified Individuals can email their CV and motivation letter to **f.andreas@n-big.org** with the email subject line: "Business Development Manager" by the close of business on **Friday, 03 July 2026**

