

## Business Development Manager

We are recruiting for multiple roles:

We are seeking experienced, entrepreneurial, and commercially minded account managers with a knowledge and passion for the food and drink sector, whose role is to:

- Operate as the lead point of contact for all matters specific to assigned accounts in their geography in Scotland, responsible for the flow of communications from and to the business base and SF&D.
- Deliver a structured business engagement plan with tangible member benefits being delivered.
- Facilitate engagement of food and drink companies in SF&D programmes and activities, ensuring connectivity to wider industry development activities, enabling a programme of SF&D events to be organised, and facilitate connections between Scotland's food and drink businesses and public sector partners.
- Work at both strategic and operational levels, collaboratively and flexibly with internal colleagues and external partners.

While this is a relationship management and business development role with revenue targets attached, the role is varied, and tasks will often be determined by requests for support from our membership base. Integral to the role is the ability to collaborate with our partner agencies to acquire an in-depth knowledge of the food and drink support landscape, enabling partnership working to facilitate businesses development.

## ABOUT SCOTLAND FOOD & DRINK

Scotland Food & Drink is the industry leadership body for the sector, representing over 460 members and providing a unique platform for collaboration between industry and the Scottish Government to help drive responsible growth and secure Scotland's reputation as a land of food and drink.

Prior to the pandemic, Scotland's food and drink industry had gone from strength to strength. The sector was worth £14.8 billion, employing 115,000 people across the whole of Scotland. From its record high value, the sector has contracted over the past 12-15 months as Coronavirus and Brexit impacts shook the global and UK economies.

To set the industry back on its remarkable growth path, the Scotland Food & Drink Partnership is leading on delivery of the *Recovery Plan*. With over 50 actions the plan brings together businesses and trade organisations from across the sector to boost economic activity and speed up the recovery. The plan is backed by the Scottish Government with a £15 million investment to realise the strategy.

At Scotland Food & Drink our culture is very important to us. We believe working with us should be a hugely positive experience and we live and work by our core values:

**Ambition** – we are passionate about making a difference.

**Collaboration** - our impact comes from harnessing the individual strengths of our people and our partners, forging a strong team spirit. We have each other's backs.

**Respect** – we all set the tone, taking personal responsibility for our actions, embracing empathy and generating a world class external reputation.

**Balance** - work is important, life is everything. Success is doing both well.

## JOB DESCRIPTION

Business Development Managers have responsibility for their own geography in Scotland, operating as the lead point of contact for all matters specific to their accounts; each area BDM is responsible for filtering communication from and to the business base and SF&D. Reporting directly to the Head of Business Development, you will play a central role in assisting SF&D to support businesses with their ambitions to grow sales of Scottish products, meeting targets established in Ambition 2030.

## DUTIES & RESPONSIBILITIES

- Account Management of existing members within the territory,
- Understand each member business and highlight specific opportunities as appropriate.
- Member recruitment: identify, recruit, and communicate with potential businesses in the food and drink sector within your area to encourage membership.
- Raise the profile and awareness of SF&D activities within the region.
- Regular email, phone, and face to face (IRL or virtual) meetings.
- Develop and maintain key business relationships, proactively contacting the business base and working with our internal departments & external support partnerships.
- Liaise with wider SF&D team re member requests for assistance and ensure you are updated on all resource available to members, across each department.
- Provide the conduit between the member and SF&D to feedback on emerging industry issues and improve the value of SF&D services and membership.
- Outward engagement with SF&D partners, councils, and public sector agencies (Seafood Scotland, SE, HIE, SDI, SDS, Business Gateway etc) to raise awareness of SF&D activity,
- Create links with local producers and encourage referrals.
- Regular meetings with partners to exchange information regarding activity within your territory.
- Attend networking events and represent SF&D at events, including public speaking.
- Deliver against monthly revenue targets and provide regular reporting against targets.
- Attend full organisation meetings and BDM team meetings.
- Maintain SF&D's customer relationship management system.
- Contribute to SF&D cross-team projects, feeding into plans, sharing knowledge and contacts, and delivering work-stream elements as appropriate.

## KEY COMPETENCIES

- Commercially minded, with knowledge and understanding of the Scottish food and drink sector and supply chain environment.
- Demonstrable core sales skills including influencing, negotiation, quick problem solving, numeracy & analytical skills.
- Proven account management skills, including account profiling, with demonstrable track record of programme delivery.
- Collaborative team player, strong people skills to develop new and existing relationships.
- Demonstrable interpersonal skills; clear communicator with excellent verbal, written and project management skills.
- Excellent analytical, monitoring and reporting skills, allowing close monitoring of all programmes.
- High attention to detail.
- Demonstrable ability to solution build to meet the demand of account and team

plans.

- Willingness to travel and able to attend events out with normal working hours.
- Proven organisational and time management skills; proven ability to work to a deadline.
- Demonstrate resilience and tenacity.
- Full driving licence.
- Proven experience of commercial / customer relationships between manufacturing and the retail or foodservice sectors.

#### FURTHER DETAILS

<b>Salary</b>	£30,000 - £38,000 dependent on experience
<b>Annual Leave entitlement</b>	25 days (plus 10 bank holidays)
<b>Working hours</b>	5 days a week but will consider flexible working
<b>Location</b>	Ratho Station, Edinburgh (currently home-working)

Closing date for applications: Friday 27 August 2021

Please send CV and covering letter to: [Humanresources@foodanddrink.scot](mailto:Humanresources@foodanddrink.scot) with the title of the job you are applying for in the subject line.

Online interviews for this role will take place TBC.

Given the current Covid-19 pandemic, all interviews may take place via Teams calls and a degree of flexibility will be required. We appreciate your understanding on this matter.