

malaria
NO MORE
united kingdom



WE EXIST TO MAKE MALARIA NO MORE

Join our team and help us make history

ABOUT MALARIA NO MORE UK



Malaria has been described as the oldest killer disease in history. Even now, despite recent progress, it claims the life of a child every minute.

Malaria No More UK is part of a global movement that is determined to make this the generation that ends malaria for good. We advocate and campaign to unlock the vital funds and commitments needed to achieve our vision.

To reach zero malaria, we need to mobilise governments, influencers, businesses and the public, inspiring them to commit funds, energy and resources to ending deaths from malaria and wiping out the disease for good.

Since 2000, the world has made enormous progress. The global malaria fight is becoming the biggest public health success story in history, and we are determined to maintain momentum.



DRAW THE LINE AGAINST MALARIA

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Ambassador Relations Officer

Location: London – Hybrid working with 1-2 days per week from London Office

Contract type: Permanent

Hours: Full time

Salary: £30,000 - £32,000 per annum dependent on experience

Reports to: Head of Ambassador Relations and PR

The Ambassador Relations Officer will support the Head of Ambassador Relations and PR in the delivery of MNMUK's high-profile supporter strategy. This includes the organisation's work with exceptionally influential ambassadors including global superstar David Beckham, Nigerian singer and activist Yemi Alade and Kenyan Olympic Gold Medallist Eliud Kipchoge. MNMUK are proud to be known for being bold and courageous in approach and of being a significant thought leader in the global malaria community, unlocking unique possibilities for sustainable value and lasting change.

Malaria No More UK is a small, very hard-working team based in the UK and Kenya with ambitions and objectives that reach way beyond the expected, and every member of the team contributes to winning the fight to ending malaria, saving millions of lives and eradicating the poverty that this disease causes to so many.

As Ambassador Relations Officer your role will be to help the team manage and nurture high profile relationships to inspire public, political and private sector support locally and globally. MNMUK engages very high profile influencers who have an authentic fit with the cause and who are globally inspiring, trailblazing, and leaders in their field. Therefore, it is imperative that our Ambassador Relations Officer maintains an unwavering commitment to professionalism, reflecting positively on the organisation and instilling confidence in our supporters.

Person specification: Essential

- Experience of working with very high profile individuals and their teams – in-house within a campaigning organisation or agency background.
- Ability to maintain the highest level of professionalism in every interaction and representation of the organisation.
- Excellent communication skills – written and verbal.
- Exceptional diplomacy and influencing skills.
- Experience of growing talent relationships that deliver multiple wins i.e., advocacy, fundraising, communications and talent's own growth strategy.
- Ability to produce supporting materials – presentations, briefs and pitches – to help wider teams develop and nurture relationships locally and globally with senior stakeholders/high profile individuals and their representatives.
- Proven ability to collaborate with multiple teams both internally and externally, managing multiple stakeholders and a complex set of priorities.
- Strong understanding of the celebrity and entertainment landscape, and how it fits with the not-for-profit world.
- Ability to work as part of a successful team but also able to take initiative, solve problems and think laterally in a high-pressure environment.
- Attention to detail in research, planning and delivery.
- Excellent project management and organisational skills.
- IT literate and experience of contact management systems.

Person specification: Desirable

- Experience of working with high-profile individuals from the African continent.
- Knowledge of the global health sector and experience of navigating the variety of stakeholders within it.
- Knowledge of, and ability to articulate, MNM UK's cause and core purpose.

Key qualities

- A "can do" and agile, creative attitude and team player with ability to think quickly, pro-actively and strategically.
- Practical and hands on, as well as strategic thinker with a desire for delivering communications that are driven by doing things differently.
- Strong interpersonal skills with effective partnership working and relationship-building.
- An adaptable team player who can adjust and flex priorities according to changing circumstances and who is comfortable multitasking on an ongoing basis.
- We are seeking individuals who are committed to fostering a workplace culture that embraces fairness, kindness and respect towards their colleagues
- High awareness of Diversity, Equity and Inclusion issues and practice

Key responsibilities

- Support the Head of Ambassador Relations and PR on talent-led areas of campaigns and specific relationships. This includes supporting on delivery of plans and nurturing MNMUK's team of Ambassadors, including creating bespoke plans.
- Conduct research, create presentations and briefs and help pull together relevant messaging and information for pitches and key updates needed for approaches, networking and stewardship of MNMUK Ambassadors and high-profile supporters.
- Ensure good levels of communication and collaboration with other MNMUK teams to ensure talent relationships are well maintained and deliver effectively for Communications, Advocacy and Philanthropy and Partnerships.
- Monitor talent profiles in the media, their involvement with other charities and their potential connection to the cause, researching new influencers and creating opportunities to make approaches with screening and risk assessments in place.
- Develop, manage and maintain contact details for high-profile supporters, in line with GDPR, using the organisation's CRM system, Salesforce NFP.
- Work with the Salesforce Database Manager to develop tools for talent impact and mapping
- Support the Head of Ambassador Relations and PR with the development and implementation of a talent stewardship scheme so all talent involved with MNMUK and our global malaria campaigns feel confident about the cause and that their involvement is vital.
- Make sure all talent and their representatives are thanked and that a recognition strategy is in place.
- Act as a backup for the Head of Ambassador Relations & PR in all direct communications with Ambassadors and influencers
- Attending face-to-face meetings, taking notes and uploading meeting summaries to the CRM system.
- Support on content shoots and media interviews to help make these run smoothly and give each Ambassador taking part the best experience possible.
- Work collaboratively with the digital and content team to plan all content and PR related Ambassador work to ensure an integrated approach across all communications' teams.

Other Responsibilities

- Undertake any other reasonable additional duties as required by MNMUK.
- Occasional travel both in your own country of residence and internationally may be required.

Diversity and inclusion

MNMUK recognises the value of a team in which people from diverse backgrounds are able to introduce fresh ideas and contribute to delivering our mission to make Malaria No More. Candidates from marginalised or underrepresented backgrounds are encouraged to apply and we welcome applications from candidates regardless of their race, gender, disability, religion/belief, sexual orientation and age.

Staff benefits include:

10% employer pension contributions • 28 days' annual leave plus public holiday days in the postholders country of residence • Private medical insurance may be available depending on the postholders country of residence • Interest-free staff season ticket loan • Cycle to Work Scheme • Continuing personal development opportunities • Professional training & qualifications subsidy • Generous family leave allowances – Fully flexible working opportunities including Hybrid working – Gym membership subsidy

This job description is a statement of requirements at the time of writing and is not contractual or exhaustive.

It should not be seen as precluding future changes after appointment to this role. It may be amended over time in consultation with a manager or director.



Application and interview process

To apply, please send your CV and a covering statement detailing how you fit the role and why you want to work for us to: recruitment@malarianomore.org.uk

Please also indicate your current salary expectations in your covering statement. We value transparency and aim to offer competitive remuneration packages based on experience, relevant qualifications and market standards.

Closing date: 14th December 2023

Please note that this vacancy may close early if we receive a sufficient number of applications. Therefore, we encourage interested candidates to apply promptly.

There will be a two stage interview process conducted via Microsoft Teams.

This job description and person specification is a statement of requirements at the time of writing and is not contractual or exhaustive. It should not be seen as precluding future changes after appointment to this role and it may be amended over time in consultation with the line-manager and the Director.