



Syncope Trust And Reflex anoxic Seizures

www.stars-us.org

STARS
P.O Box 5507
Hilton Head Island
SC 29938

T: (843) 785-4101

Working together with individuals, families and medical professionals to offer support and information on Syncope

Job Description

Position Title: STARS US Business Development Manager

Reports to: CEO and Board of Trustees

Directly Supervises: As needed

Location: Applicants will be considered across the US, location of office to be considered

Position Summary:

Working as an ambassador for Syncope Trust And Reflex anoxic Seizures (STARS) patient organisation you will be responsible for the business development and financial advancement of the organisation. Reporting to the CEO and Board of Trustees you will be required to present the charity's projects and services to patient groups, medical institutions and professional organisations securing their engagement, cooperation and financial investment. You will create a network of contacts across the cardiac arena that will support the work of the charity and its aim and objectives, by organising presentations, patient forums, professional seminars and attendance at industry events. Extensive travel will be anticipated in this role.

General Qualifications:

You must have excellent verbal communication, written communication, and sales ability. You will be required to initiate contact with community leaders, commissioners and industry heads via the telephone, written and networking events. You must have a friendly and professional speaking voice with a positive and energetic attitude, and strong desire to meet goals and commitments.

Key Responsibilities

- To write a business development strategy with time lines and key performance indicators.
- To develop marketing and promotions calendar inline with industry and associate partners.
- To report each month the financial and business development performance to the CEO.
- To establish a portfolio of funding streams from professional and commissioning bodies.
- To secure funding by presentations and grant applications.
- To secure and manage major donors and corporate sponsors.
- To promote the projects and services of STARS US through medical and patient events.
- To liaise closely with STARS UK operational managers to achieve the success of transatlantic projects.

www.stars-us.org info@stars-us.org

Board of Trustees: President: Mrs. Trudie Lobban

Board of Trustees: Mr. Daniel Beach, Dr. Blair Grubb, Mrs. Linda Kadesch, Dr. Carlos Morillo, Dr. Robert Sheldon, Dr. Phillip Saul, Dr. David Benditt, Dr. Vera Novak, Cindy Tobin RN, Dr. Fetnat Fouad-Tarazi

Non-profit organization 501(c) (3)