



Job Title: Business Development
Reporting To: Partner
Office Base: London, travelling to clients as needed.

Role Objective

Play a key role in propelling growth and fostering collaborative efforts within Swan Partners, driving the exploration and advancement of promising business opportunities.

Remuneration

- Competitive salary dependent on experience
- Company bonus scheme which typically is awarded in 2 parts, in line with the 6 monthly appraisal rounds and subject to business and personal performance
- Comprehensive benefits package

About us

Swan Partners is a rapidly growing finance consultancy based in central London and Manchester, providing hands on finance and commercial expertise and support to finance directors and senior teams to assist them through demanding and often unusual periods of change.

Typically, we work with clients during transactions (mergers, acquisitions, disposals, refinancing), also with operational improvement activities (cash flow modelling, forecasting, reporting and KPIs, finance function review and improvement) and to deliver commercial initiatives (costing, procurement, contracting and negotiations).

Our team has worked on over 800 projects for a range of PE backed, midcap and listed corporates.

Job Description Business Development Manager

We seek a Business Development expert with exceptional communication abilities, dedicated to nurturing enduring client connections and fostering lasting partnerships. We are looking for an individual who balances professionalism and attention to detail with being dynamic and entrepreneurial.

Our next BD Manager will be an individual who enjoys identifying opportunities of how Swan Partners can provide support, building trusted relationships and enjoys bringing in new business.

We are looking for an individual who is motivated to build relationships, identify opportunities and bring in work. They must also enjoy working as part of a collaborative business development team.

Key Responsibilities

- Develop and execute the business development strategy alongside the BD team, aligned with overall company objectives and goals.
- Build and maintain a strong network of validated and qualified senior contacts in areas of PE, Corporate Finance, Investment Banks, Accountants and the CFO community.
- Work closely with the senior delivery team to scope new opportunities and develop compelling proposals.
- Plan and lead sales meetings, ensuring appropriate company representatives are well-prepared and present.
- Proactively engage in a targeted number of face-to-face meetings and calls within named accounts.
- Utilise networks, corporate finance news, and information systems to identify potential contacts.
- Harness and conduct background research on individuals and companies before meetings to tailor the approach and communication.
- Effectively manage designated accounts to ensure client satisfaction.
- Collaborate with other Business Development team members to maximize activity and effectiveness of each contact.
- Oversee the engagement process to deliver timely and appropriate proposals and engagement letters.
- Record prospecting activity within the designated CRM system(s) while adhering to company GDPR policy.
- Regularly update and maintain the CRM system with accurate information for seamless collaboration across the team.
- Obtain customer satisfaction feedback post-project completion to continuously improve services.
- Position Swan Partners at appropriate network events.



Person Specification – Business Development

Area	Requirement	Essential/ Desirable
Experience	Minimum 5 years’ experience in a professional services firm	Essential
	Successful track record in delivering to a target	Essential
	Business development experience	Essential
	Consultancy and or advisory experience	Desirable
	Knowledge of Professional Services / Financial Services/ Private Equity/ Investment Banking	Desirable
Competencies	Excellent interpersonal skills, able to build relationships with external parties at all levels	Essential
	Ability to flex communication approach across all levels including PA’s and C-Suite	Essential
	Effective planning and organisational skills with good attention to detail, particularly with external meetings	Essential
	Ability to work independently and within a team	Essential
	Ability to take on constructive feedback and have a growth mindset	Essential
	Flexibility to deal with multiple priorities and resilience to cope with rapid change	Essential
	Ability to have commercial empathy when liaising with other departments in the business and understand shared workloads	Essential
	Ability to work to tight deadlines when required	Essential
	Flexibility to attend a high volume of in person meetings	Essential
	Ability to rapidly gain insight into new businesses/ industries	Essential
	Drive to contribute tangibly to company growth	Essential