

## **Job description**

Reporting to the CEO of Phoenix Design Aid, our new Head of Sales & Solutions will be responsible for driving sales, building strong stakeholder relations, and delivering high-end digital projects and products from our Nairobi office, serving a wide range of NGOs and companies within the public sphere across the African continent.

## **Responsibilities include:**

- Stakeholder relations with UN agencies and NGOs in the region
- Building a strong network of partners among the best design and digital agencies in the region
- Building a strong network of highly skilled freelancers
- Preparing bids and following up on the procurement processes
- Project managing digital projects, bringing them to a successful launch, meeting deadlines along the way, and delivering on time and on target
- Coordinating all ongoing activities and projects in close cooperation with Phoenix Design Aid HQ in Denmark
- Developing and managing day to day business at the Nairobi-based office

## **THE CANDIDATE**

Prerequisites for succeeding in this position are strong communication skills and a thorough knowledge about Phoenix Design Aid's design and digital activities, competencies and services. We expect the candidate to have a genuine interest in the organizational sphere of the United Nations and NGOs, tackling some of the world's greatest challenges.

The candidate should possess the ability to communicate effortlessly with a wide range of clients and representatives, ensuring that they experience the high standards of service, flexibility and understanding that constitute the Phoenix Design Aid brand worldwide.

We expect that you demonstrate flexibility, solution-orientation and thoroughness, when managing projects. You should also possess deep understanding of the digital area.

Working in a global environment, you must be fluent in written and spoken English.

## **Qualifications:**

- A Master's degree within communications, digital media or design
- At least 5 years' experience managing digital and / or design projects and programs
- Preferably, experience working for an international organization, the public sector or an NGO

## **QUESTIONS AND APPLICATION**

For any questions or clarifications concerning the position as Head of Sales & Solutions, feel free to reach out to CEO, Dennis Lundø Nielsen: +45 21 41 09 06.

Send your application along with a resume to [soe@phoenixdesignaid.com](mailto:soe@phoenixdesignaid.com) (subject: Head of Sales and Solutions) as soon as possible.

### **ABOUT PHOENIX DESIGN AID**

Phoenix Design Aid is an international design and communications company with expertise in total graphics and digital solutions. The company has the competences and the flexibility to solve large and complicated jobs, mainly for international and intergovernmental organizations, including UN and EU Agencies, NGOs and public authorities.

We create new, exciting and visionary solutions in collaboration with our clients, always basing our solutions on graphic professional competences, ensuring that creative ideas translate into distinctive design in practice. Phoenix Design Aid is a full-service agency that offers professional management of a variety of tasks – ranging from concept development to print and distribution. We manage all steps of the design and digital process for our clients, and we take pride in delivering a product in full accordance with the standard and quality expected by our clients. Finally, we ensure on time and target delivery of our products.

PDAid performs all projects in compliance with internationally recognized principles of social responsibility as well as requirements put forward by the UN. We are the first graphics agency in the world to receive formal approval of social responsibility, what is known as DS 49001 certification based on the international guideline ISO 26000. The CSR certification defines guidelines to ensure that we take good care of both the environment and each other.

For more information on Phoenix Design Aid, pls. visit [www.phoenixdesignaid.com](http://www.phoenixdesignaid.com).