

Terms of Reference

Role	**Senior Business Development Specialist (Sr. BDS)**
2. Purpose	Provides strategic support to the CEO on driving portfolio growth, designing revenue diversification frameworks, and managing high-level sovereign relationships to maximize portfolio value and market expansion.
3. Reporting Lines & Relationships	Reports directly to the Chief Executive Officer (CEO). Operates with high autonomy to lead institutional growth and align closely with senior executives.
4. Detailed Responsibilities	**CEO Engagement Support** • Leads high-level advisory for the CEO on communicating benefits to sovereign clients. • Drives strategic outcomes during policy renewal roadshows and stakeholder sessions. • Build, maintain, and deepen institutional relationships with senior government officials, ministers, heads of sub-national agencies, utility executives, and regional development partners. **Strategic Business Development** • Leads the execution of business development and revenue diversification strategies. • Identifies new market segments and commercialization opportunities for parametric insurance lines. • Partners with the Chief Risk Management Officer to structurally design quotes. **Client Retention & Scaling** • Working with the CRMO, provides input to country risk profile strategies to scale up coverage over time.



	• Drives robust business-to-business and government relations to protect portfolio value.
	Product & Market Research
	• Directs how market intelligence and trend analysis shape product innovation pipelines. • Contributes strategically to strategic marketing, communication, and regional capacity-building initiatives.
	Pipeline Management & Deal Closure: Own the end-to-end business development cycle—from market identification and technical stakeholder briefings to structural alignment and final agreement execution.
5. Experience Required	• **Education:** Master's degree or equivalent postgraduate qualification in Development Finance, Disaster Risk Management, Reinsurance, Insurance, Actuarial Science, Economics, Business Administration, or a related field. • **Experience:** Minimum of **ten (10) years of post-graduate, progressive professional experience** in development finance, disaster risk management, reinsurance, or international insurance markets. • **Strategic Thinking:** Proven track record of conceptualizing and executing high-level market development strategies or innovative financial product structuring. • **Leadership & Influence:** Demonstrated ability to influence senior decision-makers, negotiate complex multi-stakeholder agreements, and represent an organization at regional forums. • **Geographic/Cultural Alignment:** Deep familiarity with the socio-economic landscape of the Caribbean and Central America.
6. Location & Travel	Must be based in the Caribbean or in close geographical proximity (e.g., Miami, Central America) to facilitate immediate and frequent travel across member states.