



Business Development Officer

October 2026

Overview:

Equimundo: Center for Masculinities and Social Justice seeks a full-time Business Development Officer. This position reports to the Deputy Director of Business Development and will be based in the Washington, DC, area with a hybrid work-from-home/office model.

About Equimundo:

Equimundo is a global leader in promoting gender equality and preventing violence by engaging men and boys in partnership with women and girls and individuals of all gender identities. Working with men and boys to transform harmful gender norms and unequal power dynamics is critical to achieving gender equality. With partners in more than 55 countries, Equimundo's work – including high-impact research, evidence-based programs, and targeted advocacy efforts – seeks to create a nonviolent, caring, and gender-equitable future for all. For more information, please visit www.equimundo.org.

In addition to competitive base pay, we provide:

- Full employee healthcare coverage, including medical, dental, and vision
- Ancillary coverage, including group life, AD&D, short- and long-term disability
- Employer 401k contribution equaling 8% of annual salary
- Commuter benefits
- 4 weeks of PTO, in addition to paid holidays and health leave

Job Description:

Equimundo is looking for a Business Development Officer. This role will be critical in ensuring Equimundo has the resources to achieve its strategic plan. In doing so, the position will support both institutional (corporate, foundation, government) and individual fundraising. The position will require excellence in organization and cross-team collaboration, strong research and analytical skills, and the ability to work independently. At Equimundo, our values undergird everything we do, so candidates must be strong

advocates for diversity, equity, and inclusion, particularly the role of men and masculinities in global goals for gender equality. The primary areas of responsibility of the Business Development Officer are the following:

- Research and identify new funding prospects, including foundations, bilateral and multilateral donors, corporate partners, and high-net-worth individuals aligned with Equimundo's mission
- Maintain a prioritized pipeline of opportunities and contacts tracked in the CRM system
- Support and coordinate the writing of institutional funding proposals for the organization, working closely with relevant members of other Equimundo departments
- Track and coordinate the submission of narrative and financial reports to existing donors
- Support the organization's burgeoning individual giving program, with duties such as donor prospecting/research, cultivation through marketing and events, and digital campaigns
- Manage the organization's internal proposal tracking system to ensure streamlined and timely submissions
- Maintain and systematize an internal database of program content to support the development of new proposals and ongoing donor communication
- Assist the Office of the CEO, Directors, and other staff with the development of strategic partnerships to support the work of the organization
- Attend DC-based and other events, where necessary, to build strategic partnerships
- Work collaboratively as part of the business development team and with colleagues across the organization, particularly the Communications and Advocacy team

Qualifications for Consideration:

- Undergraduate degree plus equivalent work experience of 2-4 years in business development and grant proposal writing; understanding of current gender equality funding landscape highly desirable
- Experience with CRM systems and pipeline management
- Strong organizational skills and excellent attention to detail and follow-through; ability to organize others
- Strong writing, research, and analytical skills, including experience undertaking desk research, reviewing literature, and developing papers/documents
- Knowledge and experience in digital fundraising, including the use of email marketing and social media to elevate the organization's profile
- Experience using the following platforms preferred: Bloomberg, ChatGPT. The organization uses Google Workspace, Slack, and Dropbox.
- Knowledge of gender issues, public health, and social justice; preferably experience working in these areas
- Capacity to take initiative, think creatively, prioritize duties, and work independently while functioning as a member of a team
- Excellent interpersonal and communication skills, both written and verbal

Compensation:

Equimundo offers competitive and fair salary ranges in Washington, D.C., not-for-profit, and related sectors. This position ranges from \$80,000 to \$ 90,000, depending on years of experience and academic qualifications.

Start Date: The proposed starting date is November 2026.

To Apply

Please send the following documents as **one single PDF file** labeled FirstName_LastName_BD Officer no later than **November 11, 2026**, to jobs@equimundo.org:

1. Cover letter
2. Resume
3. Three professional references

In addition:

- Please write “Business Development Officer” as the subject heading.
- Indicate if you are legally authorized to work in the United States.

We will contact only shortlisted candidates, and we will conduct interviews on a rolling basis.

Equal Employment Opportunity Statement

Please view this description as a general overview, rather than a comprehensive, mandatory list. Apply if you feel passionate about our efforts and believe you have the skills to contribute and lead in this role. We want to hear from you!

Equimundo is committed to creating and maintaining a diverse and inclusive work environment for all employees, ensuring a workplace free from discrimination and harassment. All qualified applicants will receive consideration for employment without regard to age, race, color, religion, creed, national origin, including ancestry, ethnicity, sex, gender, gender identity, gender expression, disability, alienage or citizenship status, military status, including past, current, or prospective service in the uniformed services, genetic information, predisposing genetic characteristics, marital status, domestic violence victim status, familial status, actual or perceived sexual orientation.

We are an equal opportunity employer, and we strongly encourage Black, Indigenous, people of color, women, people with previous felony convictions, members of the LGBTQIA+ community, and others who identify with underrepresented groups to apply.

