



Institutional Partnerships Manager

About Musso

Musso's mission is to eliminate preventable deaths rooted in poverty. We envision a world in which no one dies waiting for health care. To deliver universal health coverage at scale and end the child and maternal mortality crises, Musso collaborates with governments to design, test, and deploy community-based health systems that deliver care with speed: to all patients who need it, when they need it.

Musso delivers care quickly, from a patient's doorstep to the health center. Today, with our government partners, we provide free, rapid healthcare to more than half a million patients directly in Mali and Cote d'Ivoire, supporting more than 17 million home visits and 1.7 million clinic visits to date. Communities Musso serves have achieved and sustained the lowest documented rates of child mortality in sub-Saharan Africa.

About the Position

Musso's Development & Communications team is responsible for establishing, cultivating and maintaining relationships with a range of foundation, institutional, corporate and individual partners. As Musso looks to grow the reach of our rapid care approach to new geographies in the coming years, the fast-paced Development & Communications team is actively working to deepen ties with our current cohort of partners and identify, establish and grow new partnerships.

Musso is seeking a collaborative, mission-driven Institutional Partnerships Manager to build relationships and advance institutional funding partnerships. Based in Abidjan, this position will lead identification, cultivation, and engagement opportunities for Musso with bilateral and multilateral organizations stakeholders, as well as with foundations, and corporations with a presence in West Africa. The Institutional Partnerships Manager will track, secure, and manage bilateral and multilateral funding, from identification, to positioning, to award and will collaborate with Musso's Development, Technical Assistance and Program teams to craft and execute immediate and long-term partnership strategy to increase organizational sustainability.

Department: Development & Communications

Location: Côte D'Ivoire or Mali

Reports to: Head of Institutional Partnerships

Responsibilities

The responsibilities of the Institutional Partnerships Manager include, but are not limited to:

Strategy and Relationship Development

- Conduct landscaping of the strategic opportunities, priorities, and procedures for potential bilateral and multilateral funding partners;
- Cultivate and strengthen relationships with bilateral and multilateral health funders and other funding institutions within Cote d'Ivoire and the region, in close coordination with the Head of Institutional Partnerships, Technical Assistance Director, and Country Directors;
- Conduct strategic analysis to identify mission-aligned opportunities with other implementing NGOs and build relationships with these organizations.
- Collaborate with the Head of Institutional Partnerships and Chief Partnerships Officer to develop short-term and long-term partnership strategy for diversifying and growing revenue base.

Content Development & Proposal Coordination

- Serve as writer, proposal coordinator, or other lead role on proposal teams. Develop well-crafted concept notes and proposals;
- Coordinate preparation of budget and supplementary information for proposals.

Partnership & Grant Management:

- Maintain strong working relationships with a current cohort of institutional partners;
- Gather detailed project information from program team and write narrative reports;
- Collaborate with finance department to ensure appropriate financial management of all grants and subgrants, including timely invoicing and receipt of funds;
- Oversee execution of logistics for strategic partnerships including subgrants, contracts, Memoranda of Understanding (MOUs), etc.;
- Host and coordinate, in partnership with Muso team, key donor site visits;
- Attend key events, conferences, and meetings as a representative of the organization with the primary intention of building partnerships and relationships with donors;

- Strengthen internal communication by acting as liaison between U.S-based development department and in-country teams.

Required Skills & Experience

- Commitment to social justice and global health equity;
- Exceptional interpersonal and networking skills;
- Proven track record of success with bilateral and multilateral funding;
- Familiarity with bilateral and multilateral donor funding mechanisms, policies, and procedures;
- French and English proficiency;
- Strong research, writing, and presentation skills;
- Ability to manage multiple projects simultaneously in a deadline-driven environment;
- Ability to work collaboratively across departments, cultures, and time zones.

Not Required, But A Plus

- Understanding of and experience working with global health issues;
- Strong knowledge of budgeting, financial planning, and reporting processes;
- Experience with grant writing;
- Two or more years experience in low-resource settings preferred.

Compensation and Benefits

Compensation for this role will be commensurate with experience. A comprehensive benefits package will be included including health, dental, vision insurance. This role will also receive support for professional development opportunities.

Muso is an equal opportunity employer.

To Apply

To apply, please submit a resume and cover letter to careers@musohealth.org with Institutional Partnerships Manager in the subject line. Applications without both of these materials will not be considered. Only shortlisted candidates will be contacted. The application deadline is rolling, but interested applicants are strongly encouraged to apply as soon as possible.

PS: Candidates identifying as minorities are encouraged to apply