

Business Development & Partnerships

Job Description: Associate/Senior Associate- Partnerships & Business Development

Overview

Asian Dispatch is seeking a dynamic individual based out of any location in Asia with a keen interest in the media ecosystem to support the partnerships department of this pan-Asian network and newsroom. This role is an ideal fit for someone with an interest in the business of media who is keen to work with stakeholders across Asia to expand revenue streams for Asian Dispatch.

The Associate/Senior Associate- Partnerships & Business Development will develop revenue streams for Asian Dispatch through partnerships, collaborations and online digital revenue streams. The focus is on ideating new ideas for potential partners and working with the partnerships team closely to steer these conversations. This role requires a blend of awareness of the media ecosystem, verbal and written communication expertise and stakeholder engagement skills.

We are keen to hear from a diverse range of people, and if you feel you do not fit all the pointers in the criteria fully but feel you are a right fit for this role, please apply and use the application section on 'why are you a good fit' to indicate so.

Key Responsibilities

The key responsibilities of this role will all need to be carried in light of a strong understanding of the work and vision of Asian Dispatch. The key responsibilities summarise some of the work that the role may attract, and is only an indicative list: more work and responsibilities may be added based on Asian Dispatch's requirements.

- Develop and implement a revenue strategy focusing on **sponsorships and partnerships** for Asian Dispatch.

- Build sponsorships for events, webinars, or campaigns to strengthen the community.
- Develop Business and partnership ideas and lead negotiations to secure the revenue streams for Asian Dispatch.
- Monitor Requests for Proposals (RFP's) and seek revenue opportunities from across Asia to grow the newsroom and network operations.
- Design strategies to secure revenue targets for business development.
- Create proposals and presentations to pitch to prospective clients and stakeholders for Asian Dispatch.
- Coordinate with different teams as needed, including liaising with leads to understand projects and capacities.

Qualifications & Skills

- **Minimum full time work experience: 3-5+ years (3 years Associate/ 5+ Senior)**
- **Education:** Undergraduate degree in business, marketing, media , or any allied relevant fields. Masters degree in management or related field *preferred but not required*.
- **Stakeholder Management:** Demonstrated experience in working with stakeholders (internal & external) to maintain and advance existing relationships and forge new ones
 - ❖ Strong report writing and presentation making skills
- **Project Management:** Experience with end-to-end project management inclusive of documentation and budget management.
- **Language Skills:** Strong verbal and written English communication, knowledge of additional Asian languages *appreciated but not essential*.
- **Software:** Ability to work with Google workspace and Microsoft Office effectively.
- **Soft Skills:**
 - ❖ Ability to work independently and collaborate effectively.
 - ❖ Solution-oriented approach and the ability to keep calm under pressure.
 - ❖ Good negotiation and persuasion skills.
 - ❖ Proactive and entrepreneurial mindset with a strong interest in business development and sales.

Application Process

Interested candidates should fill out the google form [here](#).

DEADLINE: Rolling until filled. Interviews will be conducted on a rolling basis so we encourage applicants to apply at the earliest.

The hiring process involves a screening interview round, followed by a second interview with the senior management team.

About Asian Dispatch

Asian Dispatch, is a pan-Asian newsroom and network. The newsroom works on collaborating cross border stories that represent pan-Asian, long form, public interest journalism. The network on the other hand is our effort to pool knowledge and resources to support our members to become more sustainable as news organisations to support the important work they do.

Asian Dispatch is the flagship initiative of DataLEADS, a global digital media and tech company.

You can read more about Asian Dispatch [here](#).

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Social Media Coordinator

Job Description: Social Media Coordinator

Overview

Asian Dispatch is seeking a dynamic individual based out of Delhi or willing to relocate with a keen interest in the media ecosystem to lead the social media department of this pan-Asian network and newsroom. This role is an ideal fit for someone with an interest in promoting important stories to a pan-Asia audience.

The Social Media Coordinator will steer Asian Dispatch's online presence on its current channels. They will be responsible for strategising and implementation in tandem with our editorial output as well as curate social media exclusive content (such as our existing series *Mini Explainers*, and *Reporters' Diaries*)

We are keen to hear from a diverse range of people, and if you feel you do not fit all the pointers in the criteria but feel you are a right fit for this role, please apply and use the application section on 'why are you a good fit' to indicate so.

Key Responsibilities

The key responsibilities of this role will all need to be carried out with a strong understanding of the work and vision of Asian Dispatch. The key responsibilities summarises some of the work under this role, and is only an indicative list:

- Develop and implement a social media strategy for Instagram, LinkedIn, Twitter and Youtube for Asian Dispatch.
- Lead the designing for social media and work with our production team to create assets.
- Develop and implement ideas for collaborations on social media to increase the reach of our work.
- Track metrics and help analyse social media growth.

Qualifications & Skills

- **Minimum full time work experience: 2-3 years**
- **Education:** Graduate degree in journalism, design or any allied relevant fields. Masters degree in related fields *preferred but not required*.
- **Design: Project Management:** Experience with end-to-end social media management.
- **Language Skills:** Strong verbal and written English communication, knowledge of additional Asian languages (*preferred but not required*)
- **Software:** Google Workspace and Microsoft Office, Canva, Basis Video Editing (Some experience with Photoshop and Illustrator/Procreate preferred but not required)
- **Soft Skills:**
 - ❖ Strong familiarity with current design trends and enthusiasm to experiment within our newsroom parameters.
 - ❖ Ability to work independently and collaborate effectively.
 - ❖ Solution-oriented approach.
 - ❖ Proactive with a strong interest in media across Asia.

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