

JOB PROFILE

JOB TITLE:	Corporate Partnerships Manager
SALARY:	£35,000 - £45,000 depending on experience
CONTRACT:	Permanent Full Time
LOCATION:	London (Office based), with travel
REPORTING TO:	Head of High Value Fundraising
DIRECT REPORTS:	x2 Account Managers, x1 New Business Manager and x1 Coordinator

Main purpose of position

To lead the Corporate team in securing support in the form of income and awareness from companies across the UK, that enables us to achieve our vision of 'until every child survives'.

Children with Cancer UK

Established in 1987, by our Chairman Eddie O’Gorman, following his youngest son Paul O’Gorman passing away from acute lymphoblastic leukaemia, Children with Cancer UK has gone on to become a leading force in paediatric oncology.

In the last 32 years we have raised a staggering £230m in the fight against childhood cancer. Over the years, working with the scientific community, we have made significant breakthroughs in the treatment of acute lymphoblastic leukaemia, and have contributed to raising survival rates from 63% to 84%. Alongside this we have also invested in patient family accommodation and grants to families, in addition to supporting family days out and welfare programmes throughout the UK, helping them maintain as normal a life as possible during their child’s treatment.

We are moving into a new phase of growth and are investing in our teams to expand our reach, grow our awareness and deliver greater income. Our leading pillar of work continues to be research into the cause, treatment and cure of this cruel disease, and we will not stop until every child survives.

Organisational Objectives

1. We will aim to be the biggest not-for-profit annual financial contributor to research into cancer in children and young people in the UK
2. We will fund high quality research aimed at developing treatments which are not only more effective but less debilitating and disruptive to young lives
3. We will contribute to peer reviewed research into the discovery and reduction of causes of cancer, including directly supporting the work of the International Agency for Research in Cancer (IARC, part of WHO)
4. We will provide capital funding to encourage the development of centres of excellence in childhood cancer research
5. We will raise public awareness about our activities and the results of relevant research
6. We will continue to support respite homes and associated financial support for children and families affected by childhood cancer
7. We will seek to influence the development of policy to promote the best interests of children with or at risk of cancer
8. We will maintain a place in the top 100 UK charities, based on fundraising activity

Key priorities and relationships

- Head of High Value Fundraising and wider Children with Cancer UK team
- Partners and key prospects
- Children with Cancer UK Fundraising and Finance departments
- Stakeholders and partners across the UK as required

1. Key Responsibilities

- 1.1.** To effectively line manage the corporate fundraising team to ensure delivery of income and growth of partnerships for all pledged activity
- 1.2.** To provide partners with an inspiring and rewarding stewardship journey, showing them the impact of their support to our cause and their business, ultimately retaining support long-term
- 1.3.** To identify new corporate fundraising streams including Charity of the Year, strategic partnerships, sponsorship and trading agreements.
- 1.4.** Proactively build and maintain a new business pipeline for corporate team, alongside New Business Manager
- 1.5.** To prepare and deliver successful pitches; submit persuasive written proposals; conduct negotiations on corporate partnerships; and concluding contracts with corporate partners covering multi-year partnerships, CRM and sponsorship arrangements
- 1.6.** To contribute fully to the preparation of the Corporate Fundraising strategic plan.
- 1.7.** Measure success and impact of fundraising activities through agreed evaluation methods.

2. Budgetary

- 2.1.** Lead the team to deliver and report on income and expenditure throughout the year
- 2.2.** Contribute to creating departmental budgets alongside Head of High Value Fundraising
- 2.3.** Monitor and analyse income and expenditure progress vs budget regularly to identify any problems and manage risk

3. Team management

- 3.1.** Effectively support and mentor team to deliver against own targets, spot opportunities for growth and collaborate across organization
- 3.2.** Ensure team follow all procedures and policies consistently and effectively
- 3.3.** Identify and support all training needs for team to ensure continual development and team success

4. Additional responsibilities

4.1. Manage fundraising activities on Raiser's Edge database

4.2. Administratively self-supporting.

4.3. Public speaking; prepare and deliver presentations to staff, partners and supporters

4.4. Undertake any other duties that are relevant to the job requested by the line manager.

Other information

The post requires a certain amount of evening and weekend work and the post holder is expected to attend events as and when required – events could be in London or over several days throughout the UK or abroad. The charity operates a time off in lieu system to make this time up which your line manager will need to approve.

Person Specification

Criteria	Essential	Desirable	How assessed
Skills / Abilities	<ul style="list-style-type: none"> • Experience of managing accounts up to £1m a year • Strong networking and relationship building skills • Strong numeracy skills • Excellent written and verbal communication skills particularly in relation to writing proposals and presentations • Attention to detail • Time management skills, including prioritisation • Ability to liaise and engage with key organisational stakeholders • Skilled at developing and maintaining working relationships • Line management experience 	<ul style="list-style-type: none"> • Public speaking 	Application and Interview
Qualifications, training and education	<ul style="list-style-type: none"> • Degree or equivalent level of education 		Application
Experience	<ul style="list-style-type: none"> • Experience of securing corporate new business • Experience or relationship management and partnership development 	<ul style="list-style-type: none"> • Experience using Raiser's Edge 	Application and Interview

Other requirements	<ul style="list-style-type: none"> • Creative and innovative • Ability to work under pressure and to deadlines • A self-starter who is able to work independently • Well organised with a systematic approach • Able to work collaboratively as part of a team and contribute to a positive working environment and culture 		Interview

This job description outlines the current main responsibilities of the post. However the duties of the post may change and develop over time and this job description may, therefore be amended in consultation with the post holder. To gain the knowledge and experience required, the post holder will be expected to remain in their current position following a successful probationary period for between 6-9 months.

At Children with Cancer UK we value diversity and we're committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential. The statements are not intended to be construed as an exhaustive list of all duties, responsibilities and skills required for this position.