

Job Title:	Corporate Partnerships Manager	Job Band:	Band 2
Reporting to:	Head of Trust, Statutory & Partnerships	Size of Team:	10+

The role will be responsible for leading corporate fundraising for St John Ambulance, the Priory of St John England & The Islands and the Museum of the Order of St John in partnership with the Head of Trust, Statutory and Partnerships. You will have direct responsibility for acquiring and developing long term strategic partners, Charity of the Year and Sponsorship/CRM and brand licensing opportunities and driving the corporate team performance to meet ambitious income targets.

The post holder will use their expertise in securing and developing £100k+ long term, multi-layer and multi-site strategic partnerships with companies and their ability to build strong relationships and influence to get results. A key component of success will be your confidence, creativity and entrepreneurial flair.

## Key Responsibilities

- Support the development of operating plans and set targets annually for corporate partnerships. Responsible for an annual budget and five-year plan - providing regular reports, analysis and KPI's for relationships, income and expenditure
- Develop the strategic approach to acquisition, cultivation and retention for corporate partnerships working with the fundraising proposal development team to ensure the partnerships are in-line with the charity's annual operational plans.
- Lead complex strategic partnership development and overseeing new business pitches to build success in this area and ensure the team has the adequate capacity and resources to meet its objectives and targets.
- Exceptional account management - existing and new relationships are maximized and develop fundraising and other strategic opportunities through. Ensuring high standard of relationship management and customer care.
- Work with relevant staff to provide stewardship of donors including events, PR activity and supporting the provision and implementation of their donation requirements
- Support the team to work effectively with Operation and Finance colleagues to develop projects and budgets into viable funding applications and ensure appropriate reporting systems are put in place.
- Liaise closely with members of St John Ambulance staff and volunteer Management and Leadership Team and their networks to engage and build relationships with corporate donors.
- Build effective relationships with the internal data team and external data analysts to ensure a "one St John Ambulance" approach to donor segmentation and strategy development. Ensure all data is collected and stored in a legally compliant manner based on regulation from the Fundraising Regulator and ICO.
- Work with colleagues in Fundraising to identify suitable strategically aligned projects for funding to support the maximization of all income streams and identify Corporate fundraising priorities. Work collaboratively with the Fundraising peers and contribute positively to the overall work of the fundraising team ensuring that approaches are coordinated and drive a culture of collaboration.
- Implement a performance management culture in line with SJA policies, including making sure that 1-1s, performance and development reviews and team meetings take place regularly and with recorded outcomes and actions
- Perform any other duties commensurate with these responsibilities, the band of the post and skills and qualifications of the post-holder

## You will

- Ability to work on own initiative and highly motivated to achieve both personally and through the team
- Willingness to adapt and learn new skills



## Person specification

This is a specification of the experience, skills etc. that are required to effectively carry out the duties and responsibilities of the post (as outlined in the job description) and forms the basis for selection.

Requirements	Essential	Desirable
<b>Education and Qualifications</b>		
Educated to degree level or have comparable and relevant working experience	✓	
Relevant Fundraising Qualifications		✓
<b>Experience</b>		
Significant experience operating and driving income growth at a senior level in fundraising with Corporate donors in a challenging, complex and pressurised environment. Or comparable sector/working environment.	✓	
Significant experience and a proven track record of delivering and securing new £100k+ multiyear strategic partnerships	✓	
Experience of working closely with senior individuals internally and externally such as Directors, CEO, Chairman, senior volunteers, Patrons and Trustees.	✓	
Experience of leading, inspiring and motivating corporate fundraisers supporting them in their development to drive a culture of excellence	✓	
Experience of managing, delivering and reporting on an annual budget	✓	
Experience of working within the charity sector	✓	
<b>Skills, knowledge and abilities</b>		
Outstanding relationships building skills	✓	
Excellent communications skills with high levels of impact	✓	
The ability to work collaboratively and influence effectively across all parts of the organisation	✓	
Good negotiation skills; with the ability to challenge colleagues effectively to achieve the best outcome for the organisation	✓	
Well organised and excellent attention to detail	✓	
Ability to think strategically and translate goals in to effective plans	✓	
Good level of computer literacy including using fundraising databases to manage a pipeline process	✓	

This job description is intended as an outline indicator of general areas of activity and will be amended in light of the changing needs of St John Ambulance. It is expected that the post holder will be as positive and flexible as possible in using this document as a framework.

Initials: RM

Date of preparation: January 2019



## BE PART OF A LIFE SAVING TEAM

