



WE DELETE BLOOD CANCER

JOB DESCRIPTION

Job Title Corporate Partnerships Manager	Department Fundraising
Responsible to Head of Fundraising	Direct Reports Corporate Fundraising Officer
Location: London, Chiswick	Salary: Salary commensurate with experience

Purpose

To secure new business in the corporate sector and manage relationships with existing companies. You will also be responsible for developing and implementing a corporate fundraising strategy and annual plans that achieve or exceed agreed organisational income targets and related KPIs. You will work closely with other teams, for instance, Donor Recruitment and MarComms in order to ensure that corporate fundraising is an integral part of the wider organisation.

This is a crucial role which will increase corporate income and engagement to support the charitable work of DKMS UK so that it can achieve the mission and objectives of the world's leading blood cancer charity throughout the UK.

Fundraising Department

The Fundraising Department is responsible for raising voluntary income across a number of fundraising streams. The team engages supporters and maintains close relationships with community fundraisers, private donors, organisations, trusts, foundations and companies. The department builds up long-term partnerships and sponsorships with those who are committed to DKMS UK's mission to find a matching blood stem cell donor for every blood cancer or blood disorder patient who needs one.

KEY RESPONSIBILITIES

- To develop a corporate partnership strategy, stewardship and communications plans that maximise relationships with the corporate sector, in terms of duration and value of relationships through a variety of activities, products, engagement opportunities and communications activities.
- To develop and execute an annual corporate partnerships plan that outlines how DKMS UK will maximise income, registrations and strategic impact from the corporate sector through new business and existing relationships.
- To develop, monitor and accurately forecast the corporate partner income and expenditure budgets.
- To manage all aspects of new business development, including research and qualification, cultivation, approaches, pitches, contracting and onboarding.
- To ensure the pipeline of prospective corporate partners is actively managed, with new prospects added on a regular basis.
- To demonstrate an ability to engage and win people over by conveying the lifesaving work of DKMS succinctly and persuasively.
- To identify and secure opportunities for pro bono and Gift in Kind corporate support.
- To ensure each identified corporate prospect has a clear, tailored solicitation plan that builds relationships and stewards value high-value supporters through their donor journey.



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- To build up a variety of fundraising proposals/tools that secure long-term corporate engagement.
- To work closely with the Fundraising Assistant and the donor recruitment managers to oversee the delivery of corporate partnerships strategy and plans.
- To demonstrate outstanding relationship management of the corporate portfolio and with all stakeholders including patients, volunteers and partner organisations.
- To work with and through social media and PR channels relevant to corporates in order to acquire new business, support retention of existing relationships and promote existing partnerships.
- To plan, coordinate and secure attendees for corporate engagement events, e.g. breakfast events, black tie.
- To produce excellent presentations, proposals and reports as required for internal and external stakeholders.
- To ensure that corporate partner records are accurate and up-to-date inputting key information into the database and income spreadsheets.
- To undertake charity partner visits and partner/stakeholder meetings as necessary.
- To liaise with our international corporate fundraising colleagues to identify opportunities for global partnerships and work in a 'joined up' way with other DKMS entities.
- To keep up to date with innovative fundraising initiatives in other major charities and across the sector and to identify new opportunities for national and regional corporate fundraising.
- To ensure all corporate fundraising activities are carried out in line with regulations, charity law and good practice set out in the Data Protection Act 2018, in the Code of Fundraising Practice, the Institute of Fundraising and the Fundraising Regulator.
- To meet with the Head of Fundraising for the purpose of regular supervision and appraisal.
- To participate in staff training, organisation/team meetings and events, as required.
- To keep up-to-date with developments and learning in stem cell donor recruitment/registration and transplantation.
- To comply with the organisation's health and safety, confidentiality, data protection and other policies.
- To promote equality of opportunity and anti-discriminatory practices.
- Any other duties deemed appropriate by the Head of Fundraising, subject to time and commensurate with level of responsibility and salary.

Person specification

It is not expected that the successful candidate will necessarily have experience / competency in all the areas highlighted below. Support and training will be provided.

Experience/knowledge/education

- Educated to degree level, or equivalent demonstrable experience.
- Five years in a similar fundraising/partnership management role.



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- Proven track record in winning and developing high value, six-figure, corporate partnerships.
- Proven track record of successfully managing complex and multiple projects to time and budget.
- Experience of building and maintaining successful relationships with a variety of stakeholders, especially businesses.
- Experience line managing direct reports.
- Experience of developing content and resources for a corporate audience.
- A thorough understanding of best practice and regulatory requirements in fundraising/supporter acquisition, development and retention.
- *Desirable, but not essential:* Direct marketing/sales/social media (particularly LinkedIn) experience in a comparable role.

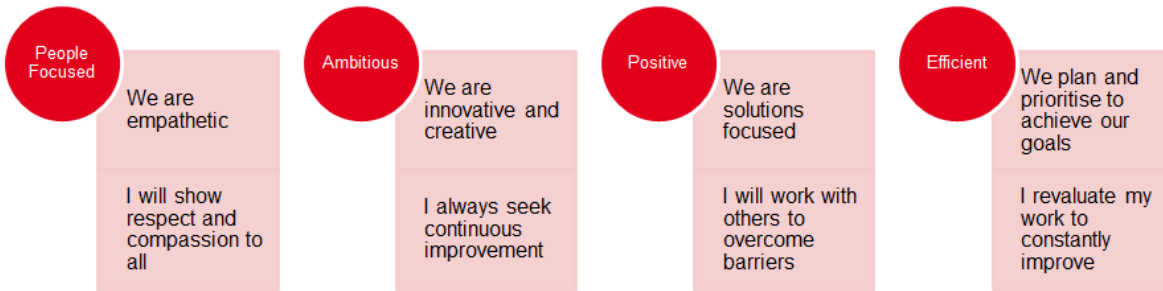
Skills and abilities

- Excellent project management skills.
- Excellent stakeholder management and interpersonal skills to develop positive and effective relationships with a variety of stakeholders including C-Suite executives and charity partners.
- Good budgeting skills.
- Excellent written and verbal communication skills.
- Ability to produce clear, professional, written materials to support business development opportunities.
- Knowledge and experience of UK fundraising market and the charity sector.
- Good database/CRM systems knowledge and skills.
- Ability to work well under pressure and to meet deadlines.
- Excellent organisational skills, alongside a proactive and polite manner.
- A highly flexible approach to work tasks and prioritisation.

Work outside of core hours/travel

Please note, this role involves regular national travel for the purposes of attending corporate meetings and events, as well as for training, other external meetings and supporting other fundraising initiatives, and as part of DKMS group-wide activities. Occasional evening and weekend work may be required for similar reasons, for which notice and time off in lieu may be available.

Values



Personal competencies

The table below sets out how our values relate to the competencies required for this role.

Competency area	Abilities... /Expertise or knowledge ...
<p>Strives to make an impact ...</p>	<p>... is committed to exceeding expectations</p> <ul style="list-style-type: none"> • Confident about proposing new ideas and solutions to the Head of Fundraising and fundraising colleagues about how work and projects can be managed with increased impact. • Confident in making decisions about how to organise and schedule own workload and commitments. • Not afraid to challenge ways of working in order to bring about improvements in working practices. • Able to analyse working systems and processes with a view to improving them and making them more efficient. • Confident that will succeed in delivering personal objectives and achieving ambitious KPIs. • Confident communicator when contacting supporters over the phone, via email and in person. • Strong in stewarding supporters to ensure a positive donor journey that enables relationship fundraising. • Takes responsibility for area of work and exploring new and emerging trends in community fundraising. • Goes the extra mile to deliver results.
<p>Self-starter ...</p>	<p>... is highly motivated and open to challenging oneself</p> <ul style="list-style-type: none"> • Able to work on own initiative and identify what needs to be done before being asked. • Highly motivated and thrives on challenges. • Has the ability to remain focused under pressure. • Demonstrates ambition and an eagerness for personal development. • Has a “can do” approach to dealing with work challenges and dilemmas. • Solid experience in using fundraising databases and strong relationship management skills across a range of internal and external stakeholders. • Sound knowledge of acquisition, attrition and retention and how to use that knowledge to achieve KPIs.

	<ul style="list-style-type: none"> • Proactively seeks out and recognises opportunities for development in area of work. • Able to prioritise own workload and have an organised, methodical approach. • Demonstrates the ability to take responsibility and ownership of areas of work and decisions made.
<p>Inspired by our vision...</p>	<p>... is committed to the fight against blood cancer</p> <ul style="list-style-type: none"> • Works with passion, enthusiasm and dedication. • Can see the 'bigger picture' and works in a joined-up way. • Demonstrates a strong sense of empathy towards patients, donors, supporters and colleagues. • Understands the DKMS corporate culture. • Able to communicate and explain the mission of the organisation clearly and passionately. • Understands the needs of people affected by a blood cancer diagnosis or blood disorder and who need to find a blood stem cell donor to give them a second chance of life. • Has a good understanding of DKMS' work in recruiting potential blood stem cell donors and helping facilitate the collection and transplant of stem cells for patients internationally.
<p>Team player ...</p>	<p>... has the ability and desire to work cooperatively with other team members</p> <ul style="list-style-type: none"> • Provides assistance, information and support to others, to build and maintain relationships across the organisation and internationally with other DKMS companies. • Respects others and embraces the values of diversity, equality, integrity and trust. • Listens and responds constructively to other team members' and colleagues' ideas. • Collaborates with others to organise time and resources effectively. • Contributes in team meetings, sharing knowledge of the sector to support overall development of the department. • Displays self-awareness and emotional intelligence to work effectively and collaboratively as a team. • Working knowledge of regulations and good practice from the Fundraising Regulator and other statutory voluntary sector bodies.
<p>Executes with excellence...</p>	<p>... works diligently and continuously produces high quality work</p> <ul style="list-style-type: none"> • Effectively prioritises workload. • Achieves established goals within deadlines. • Provides an excellent service to both internal and external stakeholders. • Demonstrates determination, resilience and drive and the ability to learn from mistakes to find new solutions. • Has excellent attention to detail. • Displays the ability to respond constructively to feedback, listens carefully and presents themselves professionally.

Embraces opportunities challenges the status quo and looks for opportunities to implement new methods of working <ul style="list-style-type: none">• Challenges the status quo and looks for opportunities to implement improved methods of working.• Open to different ideas, approaches, procedures and technology• Able to adapt to new situations.• Seeks opportunities to learn from colleagues both locally and internationally.• Considers developments in other similar organisations, learning from their experiences and introducing relevant information, ideas and intelligence for the benefit of DKMS.• Responsive to stakeholders' needs, listening and valuing their input to build effective relationships.
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Conditions of employment

- 37.5-hour week, Monday to Friday (9am – 5pm).
- 25 days' holiday per annum (plus public holidays).
- DKMS pension scheme – automatic enrolment contribution rate: 3% employee, 5% employer.

Benefits

- Corporate Eye Care Scheme
- Cycle to Work Scheme
- Season Ticket Loans
- Further information on staff benefits are covered on our [website](#)