

Job Description – Blind Veterans UK

Job title: Senior Manager Fundraising Partnerships (Companies, Trusts & Foundations)
Reports to: Head of Philanthropy & Partnerships
Department: Engagement
Location: London
Last updated: September 2017

Job purpose

To develop and implement the plan to win, retain and develop fundraising partnerships with companies, trusts & foundations.

To manage a team (of circa 4 people) to win, manage and maximise the value of fundraising partnerships, as part of the engagement strategy.

To achieve/surpass fundraising and marketing targets.

Main accountabilities of the post

1. Work with Head of Philanthropy & Partnerships to recruit, develop and manage a highly effective team to achieve stretch goals, managing team performance on an ongoing basis, rewarding success and acting on under performance.
2. With the Head of Philanthropy & Partnership, work to deliver the high value giving aspect of the engagement strategy with accountability for operationalizing the fundraising partnership strand.
3. Implement and further develop the 5 -year plan to acquire partnerships and income from companies, trusts & foundations.
4. To manage a personal portfolio of Corporates, Foundations and prospects and take responsibility for securing new business.
5. With colleagues, develop and implement high value processes (identification, qualification, cultivation, solicitation, stewardship) to ensure that partnership opportunities are maximised.
6. Manage a budget to achieve the required ROI, year on year, taking remedial action as required.
7. Work closely with the Senior Manager HNWI's to prospect, identify and maximise the links and networks between HNWI's and potential partner organisations. Formulate an action plan to win and develop support in both areas.
8. Work closely with the Senior Manager for Community & Event Fundraising to win support of partners at a local level and to plan how local colleagues can support partnerships.
9. Work closely with Prospect Research Manager on identification, qualification and research of prospects to produce and plan pipeline income opportunities
10. Develop the high value giving Case for Support on an ongoing basis and ensure that all activity helps to build the brand and is always brand compliant.
11. Ensure GDPR compliance across all activity.
12. Monitor and evaluate all activity, seeking constant improvement.

Additional responsibilities

- Attend in-house and relevant external training courses, as agreed with line manager.
- Practise and comply with all Blind Veterans UK current policies and procedures.
- Ensure GDPR compliance across all direct marketing activity.
- Engage actively with our volunteers as appropriate and within the scope of the post.
- Promote and embed Equality Diversity and Inclusion (EDI) in all work and ensure community engagement information is communicated in plain English and meets accessibility requirements.
- Undertake any reasonable tasks from time to time at the line manager's request, as may be deemed appropriate within the scope of the post.

Autonomy and decision making

The post will receive guidance from the Head of Philanthropy & Partnerships, in terms of prioritising workload and time management. The post holder will receive guidance on strategic direction but will have a high level of decision making in relation to day to day activity and it is essential that the candidate has the proven ability to work under pressure often with conflicting priorities to drive tasks or projects to assured successful conclusions.

Communications

The post holder will use high level interpersonal and communication skills on a regular basis to influence decision making by others, this will include colleagues across the organisation, partners, supporters and potential supporters.

The post holder will work with Senior Staff, members, internal and external stakeholders, including the charity's partners.

Work with the Director, Heads of Department and managers to establish an engagement function that others across the organisation want to work with and receive professional assistance from.

Work context

1. The post operates within a busy department in a fast -moving Charity where effective matrix management and teamwork across divisions is pivotal. Primarily office based in London but given the nature of this role, the job holder may be required to travel within the UK on a regular basis.
2. Setting and working to challenging targets with conflicting demands requiring prioritisation.
3. Managing a diverse team of professionals through a period of change.
4. The post holder may be handling and working with highly sensitive information relating to a corporates own strategic plans and will need to show a consistent level of discretion and confidentiality.

Person Specification

	Essential	Desirable
Knowledge	<ul style="list-style-type: none"> • High value/philanthropic giving theory and practice • Corporate fundraising, including a very sound understanding of how the sector works • Trust & Foundation fundraising, including a very sound understanding of how the sector works • An advanced understanding of the basis of partnership and how to broker partnerships • Budget management • Working knowledge and understanding of GDPR regulations • Raisers Edge or other similar CRM database • Good level of computer literacy; knowledge of Microsoft office and databases 	<ul style="list-style-type: none"> • Moves management
Skills	<ul style="list-style-type: none"> • Proven ability to engage colleagues on a day to day basis, contributing to a culture of 'one organisation, one team' and motivating all direct reports and volunteers to become a Blind Veterans UK brand ambassador. • Partnership fundraising at an advanced level, including relationship building • Excellent interpersonal and communication skills, including written skills • Well-developed influencing and negotiation skills • Demonstrable capacity to generate imaginative, innovative, cost effective solutions to complex market problems. • Ability to engage and manage a team to achieve outstanding results. • Meticulous attention to detail 	<ul style="list-style-type: none"> • Research and analytical skills • Prospecting skills

Qualifications	<ul style="list-style-type: none"> • Degree in relevant discipline or equivalent relevant vocational experience. 	<ul style="list-style-type: none"> • A fundraising qualification • Member of the chartered Institute of Marketing or Member of Institute of Fundraising
Experience	<ul style="list-style-type: none"> • Experience of managing a team to achieve financial targets. • Experience of effective prospecting • Sound track record in winning partnerships. • Sound track record in managing partnerships to maximise value. • Achieving stretch goals in partnership fundraising. • Effective budget management, driving efficiencies and effectively supporting priorities to deliver long term sustainable advantage 	<ul style="list-style-type: none"> • Experience of the military environment • Experience of working with external strategic partnerships including agencies and suppliers. • Experience of gathering and using audience insight to inform planning • Champion for innovation including strong knowledge and experience of managing innovation projects and programmes, as well as proven track-record of delivery
Personal qualities	<ul style="list-style-type: none"> • Well-developed level of emotional intelligence • Hard working, tenacious, determined • Credible; convincing and able to influence • Champion of supporter centricity • Strong leadership by example • Tact and diplomacy • Resilience • Resourcefulness and creativity • Good team player 	