

Brain Tumour Research - Job description

Partnerships Manager

Reports to: Director of Fundraising & Supporter Care

Location: Home based in London or South East England (with easy access to London-based partners) and a willingness to travel within the UK when required

Salary: c £35,000 based on experience

Hours of work: Full time, 9am–5pm, plus reasonable additional hours necessary to perform duties. Brain Tumour Research is a flexible employer and will consider flexible working patterns around agreed core hours.

Direct Reports: None at present but potential to grow a team in due course, when income targets are reached and exceeded

Job Purpose: Brain tumours kill more children and adults under the age of 40 than any other cancer. Brain Tumour Research's mission is to increase the UK investment in brain tumour research to £7 million by 2025.

To achieve this, the Charity has identified the need to diversify its fundraising portfolio and improve its income mix to increase return on investment. **Impactful, employee-driven Charity of the Year (COTY) partnerships** are seen as a key driver for change and one the Charity has identified to focus on in this new strategic cycle.

The successful candidate will own and develop the Partnerships fundraising strategy for Brain Tumour Research. The role will focus on delivering impactful COTY partnerships and employee-led fundraising initiatives, with a particular focus on SMEs in London and the South East. The role will also support the wider fundraising team with partnership development opportunities across the UK. The successful candidate will be targeted to grow Partnerships income in order to deliver an annual £300,000 from SME partnerships by June 2023.

We are looking for an innovative, relationship-builder. An intelligent, creative and influential individual with a game-changing attitude, and:

Working closely with the Director of Fundraising & Supporter Care and the Community Fundraising team (particularly the East super-region) you will develop high-quality fundraising COTY partnerships and a sustainable pipeline of new corporate opportunities.

The successful candidate will need;

- 1) Proven experience of developing and delivering an income strategy focused on COTY partnerships in the not-for-profit sector, encompassing both new partnership development and ongoing relationship management
- 2) Varied experience of partnership identification, pipeline building and management
- 3) The ability to build relationships with existing partners, donors and funders
- 4) The ability to produce tailored proposals, applications and pitches to funding partners
Hands-on experience of cause-related marketing
- 5) The ability to produce and review budgets for funding applications
- 6) Knowledge of the corporate fundraising sector in the UK – with a specific focus on London and the South East
- 7) Outstanding communication skills, including an excellent standard of written English
- 8) The confidence to network extensively
- 9) A talent for public speaking and engaging audiences
- 10) Experience in developing teams, managing and motivating staff and volunteers

Main duties:

- 1) Develop and maintain a Partnerships fundraising proposition for the Charity focused on delivering employee-led fundraising partnerships with SMEs in London and the South East
- 2) Develop our partnerships pipeline based on knowledge of the sector as well as publicly available data
- 3) Build loyalty with existing partners
- 4) Develop a relationship management strategy to engage new fundraising partners
- 5) Refresh the Charity's pitch to potential partners, with particular attention to the Charity's unique research funding model
- 6) Prepare annual and long-term budgets for Partnerships fundraising, reporting on progress and providing forecasts
- 7) Responsibility for fundraising partners section of the website

General:

- 8) Ensure that central administration systems in place at Brain Tumour Research are complied with and that all information relating to potential, current and previous corporate organisations is correctly recorded
- 9) Ensure compliance with all relevant legislation, with the Code of Fundraising Practice, and with official guidance issued by the Fundraising Regulator and the Charity Commission
- 10) Comply with Brain Tumour Research's internal policies as appropriate
- 11) Undertake any other reasonable duties as required by Management