



## ROLE PROFILE

**Post:** Corporate Partnerships Manager

**Hours:** Full time; 37.5hrs per week

The nature of this role will require working flexibly across the week, including some evening and occasional weekend working.

**Salary:** £32,000 - £35,000 FTE (pro-rata) dependent on experience

**Location:** Carlisle Youth Zone (CYZ)

### Main Purpose:

As part of the Fundraising and Development Team, this role focuses on **building, strengthening and developing our relationships within the corporate sector**. With more than 140 businesses already committed to our mission through our Patron Village, this role will focus on **conserving and building on that support, inspiring more businesses to join**, and spearheading new ways for the corporate sector to support and engage including through mutually beneficial ESG and social value partnerships.

As the charity marks its 14<sup>th</sup> year through launching a new #TeenCYZ campaign, we are seeking **someone who loves to build relationships and has drive and creativity** to lead our corporate partnerships in matching the ambitions with and for the next generation of Carlisle's young people.

### Main duties:

- Proactively identify and engage businesses across the Carlisle area with the capacity and willingness to support CYZ, through financial contributions and wider pledges of support
- Secure new multi-year financial commitments and/or social value partnerships totalling approximately £150,000 per annum to help deliver the objectives of the #TeenCYZ campaign
- Work with the wider Fundraising and Development Team to deliver excellent supporter care to retain the existing 140+ patrons, ensuring they are informed, valued and engaged
- Represent CYZ externally at meetings, events and other forums, acting as a professional and credible representative for the organisation at all times

- Communicate CYZ's mission and campaign messages clearly and persuasively to a range of audiences, with a particular focus on new corporate partners
- Develop tailored pitch materials and compelling proposals to strengthen approaches and secure financial support
- Research and maintain accurate records of prospective and existing corporate supporters within CYZ's CRM system, ensuring data is up to date and effectively used
- Manage and coordinate the work of CYZ's business Ambassadors, ensuring they are well-briefed, equipped with relevant messaging and materials and strategically deployed to unlock new opportunities and connections
- Deputise for the Head of Fundraising and Development when required
- Any other duties which are in line with this position and salary.

### PERSON SPECIFICATION:

Attribute	Criteria
<b>Knowledge &amp; Experience</b>	A minimum of 2 years experience in a relevant role such as fundraising, business development or sales.
	Demonstrable experience of working effectively across teams and engaging with stakeholders at all levels
	Confident in public speaking and experienced in delivering pitches or presentations to external audiences
	Experience of using analytics and feedback (quantitative and qualitative) to monitor engagement and maximise impact.
	Experience using a CRM system to manage relationships and record activity is desirable
	Experience of working with event sponsors, including negotiating contracts and managing brand assets such as logo placement (desirable)
<b>Skills &amp; Abilities</b>	Strong relationship-building skills, with the ability to establish rapport and credibility, and build/maintain strong, professional relationships with key supporters, acting as a reliable first point of contact.
	Outstanding written communication skills, with the ability to create persuasive copy and develop materials for different audiences, whether through case studies, data-driven insights, visual content or storytelling.
	Excellent organisational skills with the ability to handle a varied workload, react quickly, meet deadlines and prioritise tasks.
	Sound budgeting skills.
	Proactive and target-driven, with a flair for spotting opportunities and turning them into tangible support for the charity

<b>Personal Qualities</b>	A passion for the vision and mission of the charity.
	A team player, able to work effectively across the team and aligned to CYZ's One Team approach; including with CYZ's Youth Work team to gather meaningful stories and content for communications and to develop and deliver employee engagement activities.
	Non-judgemental and inclusive approach to work including maintaining ethical standards
	A flexible attitude to work and a willingness to contribute to a variety of duties to ensure the efficient and effective running of our charity

This post requires us to complete an Enhanced DBS check with a Children's Barred List check.