

Job Title:	Partnerships Officer
Job Grade (If applicable):	19k-25k
Business Area:	Fundraising
Reports To:	<i>Partnerships Manager</i>
Based In:	Home Based / Harrogate

Overall Job Purpose

Exciting opportunity for a dynamic self-starter looking to help shape and grow the corporate and partners fundraising income for Yorkshire Cancer Research. As Corporate and Partnerships Officer you will work closely with *(the Relationship Team)* to generate income and in-kind support from the corporate sector with a specific focus on Sports, Arts, and Education industries.

This is an opportunity to make your mark and further develop your relationship fundraising skills maintaining and developing existing partnerships and inputting into the acquisition of prospective partners. The Corporate and Partnerships Fundraising Officer is a vital member of the fundraising team and plays a central role in helping retain and grow Yorkshire Cancer Research's income.

Reporting to the Partnerships Manager, you will develop, implement and manage a corporate and partnership fundraising strategy, maximizing income and support across the region, with a specific focus on companies, sports, arts and education industries.

Key Responsibilities

e.g.

- Grow a portfolio of partners and corporate relationships, *undertaking research to identify new business opportunities.*
- *Account manage a number of corporate partnership relationships, maximizing their income and in-kind potential and ensuring successful outcomes of objectives against agreed plans.*
- *Develop and implement (fundraising, community health and volunteering) plans for partners, working closely with the Regional team where appropriate.*
- *Motivate, lead and advise on staff fundraising and volunteering to partners and their staff and co-ordinate those opportunities.*
- *Manage corporate partnership fundraising activities/events as agreed, working with other members of the team as appropriate.*
- *Work closely with colleagues to collate information, engagement materials and reports for corporate partners.*
- *Represent Yorkshire Cancer Research at Industry and Sector events.*

Standard clauses for all roles:

- **To undertake additional or other duties outside the key job duties within the team and across the Charity, as the Charity may reasonably require**
- **Role modeling the YCR values day to day**

Person Specification

e.g.

- *Experience of corporate fundraising or partnership development and a proven track record in*

successfully generating income.

- *Excellent account management, customer service and relationship building skills.*
- *Experience of developing and maintaining long term relationships with supporters.*
- *Excellent organizational skills with thorough attention to detail and the ability to plan ahead*
- *Excellent interpersonal and communication skills, ability to liaise with people at all levels, on the telephone, face to face and in writing, together with the ability to make presentations to diverse audiences.*
- *Good knowledge of a variety of fundraising income streams.*
- *Enthusiasm and creativity and a commitment to working at Yorkshire Cancer Research*
- *Ability to work on own initiative to targets and meet deadlines.*

Desirable

- *Interest or previous experience of working in the health sector*

This role profile is a guide to the work you will be required to undertake. It may be changed from time to time to meet changing circumstances. It does not form part of your Contract of Employment.