

**Corporate Partnerships Manager  
(National Development)  
Recruitment Pack**



# About Us

## **Our Vision:**

An end to youth homelessness in the UK.

## **Our Mission:**

Every year, thousands of young people in the UK find themselves homeless.

It's a problem that we're here to tackle.

We bring the property industry together to support charities delivering life-changing services for young people who are or have been homeless, or who are at risk of homelessness in the future.

Through a unique network of corporate partners, we invest funding and expertise where we can achieve lasting impact.

Together we can end youth homelessness.

## **Our Values:**

- We Collaborate - we're stronger in partnership
- We Enable - We empower charities
- We Learn - We embed learning in everything we do
- We are Responsible - We are accountable and transparent in the use of donations
- We Demand Better - We always believe there's room for improvement.

# Job Description

<b>Job Title:</b>	Corporate Partnerships Manager (National Development)		
<b>Location:</b>	Central London  The LandAid team are currently working from home, with a planned return to the office during the summer. However, flexible and remote working arrangements will be considered beyond this.		
<b>Hours:</b>	Full Time		
<b>Grade Band:</b>	Manager	<b>Salary Scale:</b>	£30,000 - £36,000
<b>Reporting to:</b>	Senior Corporate Partnerships Manager		
<b>Direct Reports:</b>	N/A		

## Role Summary & Purpose

LandAid's Regional Boards consist of senior property professionals who volunteer their time to support local project delivering safe, secure homes for young people experiencing homelessness, in the local communities.

There are currently five LandAid Regional Boards; Cambridge & Eastern Region, Midlands, North West, South West and Yorkshire.

This role will involve working closely with the Senior Corporate Partnerships Manager, Deputy CEO and our Regional Boards to design, develop and implement LandAid's Regional Fundraising strategy, and significantly strengthen our ability to engage the property industry in ending youth homelessness in our hub regions across the UK.

You will achieve this by supporting, engaging, and motivating our Regional Boards, and developing effective networks to galvanise LandAid's regional audience behind tangible, local projects which deliver homes for young people who are homeless. In doing so, you will maximise corporate and employee engagement, and meet fundraising and pro bono targets. You will nurture and build relationships which enable LandAid to achieve national reach, while maintaining a bespoke local focus.

## Specific Responsibilities

Your principal responsibilities will be to:

1. Support the DCEO, Senior Corporate Partnerships Manager and Regional

Boards to design and implement the delivery of LandAid's 'National Development' Strategy setting out how we will build engagement, fundraising and impact throughout our regional hubs.

2. Work with the Regional Boards and Regional Chairs to develop and deliver bespoke fundraising and awareness raising activity for each key region.
3. Support each Regional Board to effectively engage with local and combined authorities with a view to understanding regional homelessness strategies and interventions.
4. Work constructively with key charity partners working in each area to understand the landscape of youth homelessness, challenges faced & identify emerging projects.
5. Support each Regional Board to meet income targets and deliver LandAid's overall regional fundraising targets.
6. Work closely with the Programmes & Impact Team to identify and manage largescale capital projects in each region, working closely with the local property industry, Regional Boards, and charity partners to maximise impact through both income and pro bono.
7. Work with the Comms & Engagement Team to support regional supporters in each of our hub cities and support delivery of the programme.
8. Liaising closely with the Events team, support the Regional Boards to deliver successful fundraising and engagement events.
9. Support the Corporate Partnerships Team to engage & inspire regional employees of LandAid's existing partners.
10. Identify and pursue business development opportunities within each region to support our regional and national objectives
11. Attend and administer all Regional Board meetings, working closely with respective Chairs to set the agenda and drive activity forwards.

## General Responsibilities

1. Be a committed and effective member of the LandAid Team.
2. To take your own professional development seriously and continually look for opportunities to learn and improve.
3. Adhere to our policies and procedures and working confidently and enthusiastically within LandAid's values.
4. Carry out any roles and tasks required to support CEO, DCEO and the priorities of the charity as requested, including providing holiday cover as required.

*This job description is not necessarily an exhaustive list of duties but is intended to reflect a range of duties the post-holder will mainly perform. The job description will be reviewed regularly and may be*

*changed in the light of experience and in consultation with the post-holder.*

# Person Specification

Criteria	Essential	Desirable
<b>Qualifications / Education / Training</b>		
<ul style="list-style-type: none"> <li>Institute of Fundraising qualification (certificate or diploma)</li> </ul>		✓
<b>Knowledge</b>		
<ul style="list-style-type: none"> <li>Knowledge and understanding of corporate fundraising in the charity sector</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Knowledge of homelessness, what causes it, and the steps that can be taken to solve it</li> </ul>		✓
<ul style="list-style-type: none"> <li>Knowledge of the property sector, and the 'Built Environment'</li> </ul>		✓
<b>Experience</b>		
<ul style="list-style-type: none"> <li>Experience of successful corporate fundraising in the charity sector and/or 2 years' experience of successful partnership working with the corporate sector</li> </ul>		✓
<ul style="list-style-type: none"> <li>Demonstrable experience of meeting and exceeding fundraising or income targets</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Experience of managing volunteer Boards &amp; Committees to a high standard - creating a strong connection to achieve a common goal</li> </ul>		✓
<ul style="list-style-type: none"> <li>Experience of planning and delivering successful fundraising or key stakeholder events</li> </ul>		✓
<ul style="list-style-type: none"> <li>Strong track record of managing and/or developing corporate fundraising or commercial relationships</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Experience of working remotely to build relationships with key stakeholders</li> </ul>		✓
<ul style="list-style-type: none"> <li>Experience of excellent account management with a diverse client base</li> </ul>	✓	

Criteria	Essential	Desirable
<ul style="list-style-type: none"> <li>Experience of managing and setting budgets for events or projects</li> </ul>		✓
<b>Skills and Abilities</b>		
<ul style="list-style-type: none"> <li>Proactive, passionate, and driven</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Ability to present to different audiences confidently and creatively</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Flexible approach to work – with the ability to adapt quickly to a fast-paced work environment</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Strong attention to detail - good planning and time management</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Excellent written and verbal communication</li> </ul>	✓	
<ul style="list-style-type: none"> <li>A high standard of numeracy</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Excellent team player with a solution-focused attitude and a proactive approach</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Willingness to travel (UK)</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Excellent knowledge of Microsoft Office (Word, Excel and Outlook) and ideally working knowledge of Salesforce CRM</li> </ul>	✓	
<ul style="list-style-type: none"> <li>Understanding of and commitment to LandAid's mission and values</li> </ul>	✓	

## Personal Qualities

- We need you to be **flexible** in the way you work, and the way you think
- If you have a **positive & enthusiastic** outlook, it'll be helpful
- Are you a **strategic thinker** – do you have the ability to see the 'big picture'?
- The role requires you to be a **problem solver**
- Are you **proactive & self-motivated**? You'll need to take responsibility for coming up with ideas, and to keep yourself focused and on-track
- We need the post-holder to be **driven to exceed targets**
- In a small team, your ability to **collaborate** will be vital, but so will your willingness to be **decisive**
- If you haven't got a **commitment to our values**, or a working style that reflects these, you may want to think again about working with us

- There's always a lot on, so you'll need to be **organised**, and to enjoy working through periods of **pressure**.