 

**Job title**:  New Corporate Partnerships Manager

**Reports to**: CEO

**Durations:** 6 month fix term contract with the possibility of extending

**Hours**: 22.5 hours per week

**Location**: Flexible blend of working from home and at Orchid head office in Central London

**Salary**:  £35,000 pro rata plus pension contribution

**Annual Leave**: 25 days per annum, plus bank holidays pro rata

**About Orchid Cancer Appeal**

Over 50,000 men are diagnosed every year in the UK with testicular, prostate, or penile cancer.  Orchid is the UK’s leading charity working in the area of male-specific cancers.

Established in 1996 by testicular cancer patient Colin Osborne, and the oncologist who saved his life, Professor Tim Oliver, the charity exists to saves lives through funding a world-class research programme, awareness and education campaigns and a range of vital Nurse-led support services. These services include Orchid Male Cancer Information Nurse Specialists, a freephone National Male Cancer Helpline, a Testicular Cancer and Penile Cancer Counselling Service, a portfolio of online and paper-based resources, an award-winning testicular cancer microsite called *“Your Privates”* and a school’s resource pack, a dedicated website, community education programme including talks, presentations and Roadshows, and a penile cancer support service in Scotland.

Orchid works closely with health and social care professionals, community groups, schools and universities, other not-for-profit organisations, the business community, MPs, and the media to raise awareness of these cancers and to campaign for better care and services. Orchid has achieved significant success over the years and supported thousands of men and their families, including via the delivery of projects funded by the National Lottery Community Fund.

This is an exciting time to join as we begin to implement a new phase with an innovative fundraising strategy. We have made great inroads in securing national and regional partners, which has demonstrated that there is a real appetite to work alongside us.

As Business Development Manager you will be a key member of our highly regarded fundraising team playing a significant part in the charity's success. You will be responsible for managing high value corporate partnerships and developing and delivering a pipeline of multi-year partnerships.

This role will report into the Chief Executive and will work closely with other members of the charity including both our services and fundraising team.

We are looking for a creative, pro-active, and outgoing New Corporate Partnerships Manager to join our team who can build on our successful business development programme. This is an exciting role that combines new business and account management, implementing Orchid’s corporate fundraising strategy with the aim of maximising income from corporate partnerships.

**Business Development Manager Responsibilities:**  
  
As a key member of our Fundraising Team, you will be responsible for researching prospective corporate partners for specific industry sectors and building a pipeline of potential sources of income, identifying new opportunities and growing our partnership base as well as maximising income from current partners.  
  
You will be a natural communicator who has the ability to persuade, influence and inspire, with the confidence to build relationships at a senior level, across various departments and industries.  
  
**Business Development Manager Requirements:**  
  
We would welcome applications from candidates with strong corporate fundraising or comparable experience who can maintain and develop existing relationships with corporate partners and proactively identify and secure new relationships.  
  
You will understand the need for a bespoke approach to each corporate, understanding their requirements and how best to achieve a mutually beneficial relationship. You will need to be committed, self-motivated and passionate about the work of the charity, have demonstrable experience of delivering fundraising targets and ensure the highest ethical governance standards.

If you are an enthusiastic and dynamic individual, a natural networker and compelling communicator who enjoys working in a team to achieve outstanding results then we would love to hear from you!

**Closing date:**  29th March 2022 **Interviews:** 1st April 2022  
  
You may have experience of the following: Corporate Fundraiser, Fundraising Executive, Fundraising Manager, Corporate Relationship Manager, New Business Development, Business Development, Fundraising, Charity, Charities, Third Sector, NFP, Not for Profit etc.

**Personal Specification**

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| **Criteria** | **Essential** | **Desirable** |
| **Qualifications** |  | Educated to degree level or equivalent or higher  Charity fundraising law |
| **Experience** | A proven track record to generate income from corporate partnerships  Strong experience in corporate relationship management – including proven experience of managing high value, large business corporate partnerships  Ability to research and identify new opportunities and experience of business development to convert leads into new partnerships  Ability to prioritise, multi-task and work to tight deadlines under pressure, both independently and as part of a team.  Demonstrable experience of working collaboratively and positively with internal teams to achieve desired results | A minimum of 2 years’ experience of corporate fundraising |
| **Skills, Ability, Knowledge** | Excellent communication skills, both written and verbal  Strong, persuasive negotiating skills  Able to adapt styles and translate information into creative and Inspirational partnerships  Detailed understanding of corporate fundraising methods and up to speed with current market trends  Strong administrative, data management and IT skills. Able to effectively use relationship management databases and Microsoft Office Software |  |
| **Personal qualities** | A positive, self-starter with a ‘can do’ attitude  Confident communicator and networker  Ambitious and target driven  Imaginative and creative - the ability to spot opportunities for development and to take advantage of them |  |

The competent use of technology and information systems is an essential requirement of this role. Staff are expected to be competent with the use of technology and information systems and understand their duties and responsibilities regarding the appropriate use of personal data including sensitive personal data and confidentiality.

**How to Apply**  
Please provide a supporting statement to accompany your CV which sets out how you meet the person specification and send them to [ali.orhan@orchid-cancer.org.uk](mailto:ali.orhan@orchid-cancer.org.uk)

*Applicants must have the right / permanent right to work in the UK.*

*We are committed to working towards ensuring Orchid is a diverse and inclusive place to work. We welcome applications from everyone regardless of race, age, gender, ethnicity, sexual orientation, faith, or disability.*  
  
*At Orchid we are committed to delivering a service to young adults and vulnerable people that is embedded in safeguarding and safe working practice guidance. In line with our safeguarding approach this role maybe subject to a DBS check (Disclosure and Barring Service).*