



Job Description

Job Title	Corporate Partnerships Officer
Salary	Up to £30,000 (FTE) per annum
Hours	32 hours per week
Location	The Joshua Tree Support Centre
Reports to	Head of Operations

Role Overview

The Joshua Tree is looking for a dynamic, enthusiastic, knowledgeable, and experienced person to join our ambitious fundraising team.

You will help The Joshua Tree to develop new relationships across the corporate sector that generates income, that will help fund vital services for families affected by childhood cancer.

We're looking for an experienced, confident, and capable Corporate Fundraiser to help us reach our funding targets. A person who has the ability to proactively find and develop new 'corporate relationships' which generate donations to our charity.

You will have a strong knowledge and background in corporate fundraising, business development or sales. Your previous experience will enable you to demonstrate your capabilities as soon as your induction commences.

You will combine and balance a commercial and determined approach, in line with our aims and values.

Duties and Responsibilities

- To generate income for the charity by developing and securing funds from the corporate sector
- To continually research new leads and develop a strong corporate pipeline and action plan to identify and secure new partners
- To provide effective account management for existing corporate partners and where possible increase levels of financial
- To secure corporate sponsorship for all Joshua Tree led fundraising events.

- Identify and implement innovative, fresh fundraising ideas & campaigns to encourage businesses to support The Joshua Tree
- Produce regular income updates and progress reports to the Head of Operations.
- Regularly update Salesforce database with accurate information of leads and progress across all prospects and accounts
- Ensure all supporters are thanked in a timely manner once funds have been received
- Keep up to date with new developments, legal requirements, codes of conduct and best practice within both events and the wider fundraising sector
- Adhere to The Joshua Tree's policies and procedures

To be successful, it is essential that candidates can evidence in their application:

- Proven experience and success of raising income/sales through B2B, corporate partnerships
- Experience of working within the charity sector/business development/sales
- Experience of developing strong relationships with external partners
- Excellent presentation and public speaking skills
- Able to work on own initiative
- Ability to work as part of a team and contribute to group and individual targets
- Driven with excellent negotiating and influencing skills
- Strong verbal, written and presentation skills
- Excellent working knowledge of IT, MS office and CRM Databases

This job description should be seen as enabling rather than restrictive.

The Joshua Tree is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be subject to a DBS check. This post is exempt from the Rehabilitation of offenders Act 1974.

To apply, please email a CV and two-page cover letter, along with the applicant information form to recruitment@thejoshuatree.org.uk

Deadline: 5th July