

YOUR NEW ROLE AT THE TRUST

JOB TITLE:	Corporate Partnerships Executive (Kickstart)	PAY BAND:
FUNCTION:	Partnerships – Corporate & Government	Support Delivering
THE TEAM:	Corporate Partnerships sits within the wider fundraising directorate and is responsible for developing strategic, high value partnerships that enable the Trust to achieve our mission.	Specialist/Managerial Technical Lead/Function Head Senior Leadership Team

WHERE YOU WILL FIT

CEO	Director of Fundraising	Director of Partnerships – Corporate and Government	Senior Head of Corporate Partnerships	Head of Corporate Partnerships	Senior Partnerships Manager	Corporate Partnerships Executive
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

You will manage and grow partnerships from a cross section of sectors, with a view to raising funds and creating additional support for young people attending Prince's Trust Programmes.

WHAT WILL YOU DO?

- Manage a number of existing corporate partners and support some of our larger scale partnerships, working to deepen relationships with major partners and deliver gold standard stewardship to key stake-holders and employees
- Demonstrate strong engagement skills to embed The Trust's range of programmes e.g. Kickstart, and fundraising products such as Million Makers
- Support The Trust's activation on Kickstart, working to maximise the Governments grant scheme for The Trust's partners and our young people.
- Establish and build effective relationships with a range of contacts in corporate partners, ensuring partner satisfaction, meeting their expectations and keeping them informed on progress and relevant developments at The Trust
- Create high quality reports, presentations and proposals
- Creatively contribute to the development of holistic and robust partnership plans
- Accurately report and forecast on fundraising income, being able to demonstrate the impact of the money raised
- Deliver great outcomes through our vision and strategy, effectively planning and meeting targets. Ensure income is received and tracked in accordance with business plans

THE SKILLS YOU'LL BRING



**START
SOMETHING**

All of the roles at The Trust are key to our success and there are certain skills we need to be successful. And while we will shortlist the most qualified people for the role, we ask everyone for a supporting statement. If you think you could do the role, but don't have all the desirable experience, we would still love to see an application from you.

WE REALLY NEED YOU TO HAVE THESE

Skills & Knowledge	Why do we need this?
Strategic thinking	The ability to grow and develop income streams
Strong influencer	The ability to engage and inspire people at all levels
Relationship building & ability to work with External Stakeholders	You will be managing relationships with Trust contacts at all levels, graduates to CEOs, volunteers and working closely with other departments
Project management	When working with multiple companies, on several initiatives, at any one time, you need to prioritise, and time manage effectively.
Positive and Solution Focused	Fundraising in the current climate requires a can-do, proactive attitude
Communication	You will need to have the ability to present the charity's work with good written and verbal communication skills
Corporate Engagement	Solid understanding of what drives corporate engagement with a charity
Experience	Why do we need this?
Fundraising experience	Experience of growing income over time, spotting new income opportunities and increasing depth across partnerships
Experience of working in a team to drive shared results	We are a collaborative team working towards a common fundraising goal

WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
Project leadership	Motivating and supporting partners through challenges requires a confident and solution focused attitude
Presenting to large audiences	Presenting to internal and external audiences will be a big part of this role
Proven ability to meet targets	In this role you will be working to targets, must be driven by setting goals and setting a plan to meet and exceed them
Skills & Knowledge	Why do we need this?
Understanding of the UK Government's Kickstart Scheme	You will be working with corporate partners who have contracted for The Trust to provide support to young people taking part in Kickstart, and supporting internal processes and procedures for the Kickstart project
Raiser's Edge Proficient	In this role you will be required to accurately track and forecast income on Raiser's Edge and keep clean data on participants
Resource & Communications design	Our team often writes communications and designs resources to inspire and support our fundraising audience
Experience of working with young people and volunteers	Understanding the work we do will be useful

WHAT DO WE EXPECT FROM YOU?

OUR VALUES

Our values are at the heart of everything we do – they articulate who we are and how we work together to achieve our aims to help young people.

Here at The Prince's Trust, we're committed to equality, diversity and inclusion. We want to be an organisation that's representative of the communities we serve, which is why we strive for diversity of age, gender identity, sexual orientation, physical or mental ability, ethnicity and perspective. More importantly, creating an environment where everyone, from any background, can be themselves and do the best work of their lives is the right thing to do.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by PT CAN (our Cultural Awareness Network), PT NOW (Network of Women), PT DAWN (Disability & Wellbeing Network) and Pulse (LGBT Network). For more information, [click here](#).



OUR BEHAVIOURS

We expect certain behaviours from you about how you interact with colleagues, our partners, young people & the public. As someone who works in the delivery level, we would expect that you live these behaviours.

Leading by Example	Continuous Improvement	Effective Communication	One Team	Delivering Results
<p>You inspire others through passion for what we do</p> <p>You keep young people and our end goal in mind</p> <p>You build trust in others by demonstrating reliability</p> <p>You engage in challenges with optimism and resilience</p> <p>You're authentic and bring your unique talents to work, encouraging others to do the same</p>	<p>You seek out opportunities afford by change, adapting accordingly and to enhance own development and build expertise.</p> <p>You suggest improvements and alternative approaches wherever appropriate</p> <p>You give and receive feedback, harnessing new information to improve your own performance</p>	<p>You're approachable, clear and professional</p> <p>You treat people as individuals, tailoring communication and influencing style accordingly.</p> <p>You communicate difficult messages and challenge others' thinking effectively</p> <p>You listen to others with empathy and sensitivity</p> <p>You act as an ambassador for The Trust whenever communicating externally</p>	<p>You offer support to colleagues and ask for help when needed</p> <p>You manage the expectations of others, gaining buy-in where required</p> <p>You share knowledge and information</p> <p>You build relationships with others across The Trust and externally, where appropriate</p> <p>You act as an ambassador for your own team across The Trust</p>	<p>You manage projects effectively; planning, organising resources and reprioritising as required</p> <p>You monitor progress towards milestones, taking actions to ensure deadlines are met</p> <p>You make effective, data-driven decisions, considering consequences and consulting with others where appropriate</p> <p>You take the initiative to solve problems and develop several potential solutions</p>

THE WELFARE OF OUR YOUNG PEOPLE

The Prince's Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. As part of this commitment we undertake basic disclosure checks in accordance with the Codes of Practice for all roles within the Trust, and for our roles working directly with young people, at an enhanced level. Having a criminal record will not automatically exclude applicants.