



Corporate Partnerships Manager

Appointment Brief

April 2024

If you require these details in a more accessible video format, please email recruitment@dfnprojectsearch.org

Introduction

Everyone deserves the right to aspire to the very best future – yet nationally only 4.8% of people with special educational needs and disabilities (SEND) go on to secure full-time paid employment. There is now a pressing need for change and intervention to improve the life outcomes of young adults with a learning disability, autism spectrum condition, or both.

At DFN Project SEARCH we work hard to challenge and change cultures, demonstrating how young adults with a learning disability, autism spectrum condition, or both, can enrich the workforce, bring incredible skills and talent, encourage greater diversity, and meet a real business need.

Our vision and ambitions are simple; to eradicate the postcode lottery and ensure that everyone with an Education, Health and Care Plan has the opportunity to access high-quality transition to work support and training in their local area.

Our business partners often tell us that working with us can dramatically improve performance and retention, whilst also improving skill level across their business. Further benefits include enhanced local, regional, national, and international engagement and recognition through partnering with this unique programme.

We really believe that the valuable work we are doing at DFN Project SEARCH is having a positive impact on society. It is widely agreed that employment improves health and wellbeing. Transitioning people from education straight into competitive employment saves money for health and social care by around £2 million per person. Our graduates become net contributors rather than recipients of adult social care and health services.

We are on the journey to achieving social justice for people who have been frequently marginalised from the world of work; communities are becoming more inclusive and people with learning disabilities more visible. We still have a big job ahead of us though and we need an exceptional team to tackle it.

The young people we aim to serve – and the challenges they face - are all unique. We are looking to build a team that reflects this diversity. Our commitment to inclusion across disability, race, gender, age, class, religion, identity, and experience forms the cornerstone of our work.

If you are driven by a desire to help young people improve their life chances and are willing to go the extra mile every day to achieve our aims, we want to hear from you. In return we can offer you a supportive working environment, the reward of working to support an incredible talent pool of young people, and the opportunity to play a transformational role in the labour market for young people at a critical moment in time.

Claire Cookson



CEO DFN Project SEARCH

Who We Are

DFN Project SEARCH is a Registered charity, committed to transforming the lives of young adults with a learning disability, autism spectrum condition, or both. We do this through working in partnership with companies, schools and colleges, local authorities, and specialist employment providers, to deliver a year-long supported internship that helps these young adults transition from education to the world of work. On completing the supported internship around 60% of our graduates secure full-time, paid employment compared to the UK average of 4.8%. This provides these young adults with the freedom of choice to lead more happy, healthy, and fulfilled lives because they have an equal opportunity of financial independence through securing full-time, paid work.

The Project SEARCH supported internship programme started in 1996 in the USA and today Project SEARCH has over 650 licensed programmes spanning 47 US states, 9 countries and in multiple public and private sector industries. DFN Project SEARCH has over 150 programme sites across the UK, Ireland, and Iberia.

A Team of Teams

We believe that a collaborative approach between businesses, local authorities, colleges and schools and supported employment providers; partnered with our evidenced-based DFN Project SEARCH supported internship programme, can be a force for transformative change in the lives of thousands of young adults with a learning disability, autism spectrum condition, or both. Learners with an Education, Health and Care Plan remain on roll at their school or college but are based full-time with a host business. They are supported through three 10-week rotations across the host business whilst also studying for an employability qualification.

We have a highly driven Board of Trustees and an ambitious business plan for growth.

Role Description

- Job Title: Corporate Partnerships Manager
- Salary: £40,000 – 45,000pa depending on experience
- Work pattern: Full-Time (permanent)- 9am to 5.30pm, Monday to Friday (some evening and weekend working will be required)
- Location: Home based but within easy travelling distance of London for meetings and events and ability to travel elsewhere in the UK
- Benefits: 25 days holiday (plus bank holidays), pension, company mobile phone and laptop, and reimbursement of travel and subsistence for work purposes
- Training to support your continued professional development in the role
- Reporting to: Director of Development
- Reason for recruitment: new role

Overall Responsibility: to support the effective delivery of DFN Project SEARCH's fundraising strategy with a particular focus on growing income from companies.

Job Summary:

Fundraised income has grown rapidly over the last three years, and we are now looking to diversify the strategy, which has mainly focused on trusts and foundations. This is an exciting opportunity for the right candidate to build their corporate partnerships career. The nature of our work means that there are significant opportunities to develop existing and new relationships that we have with companies and create transformational corporate partnerships that change the lives of the young adults that we support. This work is also delivering real change within company culture.

This role will support the Director of Development in developing and implementing the next phase of DFN Project SEARCH's fundraising strategy and lead on the development of major new corporate partnerships.

Key Responsibilities:

1) Develop major new corporate partnerships

- Work with the Development Officer to research and identify target industries and companies, key business networkers who have an existing relationship with DFN Project SEARCH, and prepare research briefs for meetings, pitches, and events
- Generate new leads through networking with colleagues across DFN Project SEARCH and generate introductions and referrals to target prospects by meeting with key networkers
- Identify DFN Project SEARCH projects that can be offered as partnership opportunities and package them so they are compelling for companies by preparing inspiring, clear and persuasive pitches
- Secure meetings with target companies and follow up meetings with prospects promptly and efficiently
- Lead on the organisation of corporate engagement events as agreed with the Director of Development

2) Develop and manage existing corporate partnerships

- Lead on the small number of existing corporate relationships and identify opportunities to grow them
- Hold regular meetings to keep them updated on key developments at DFN Project SEARCH and to gain a thorough understanding of their objectives
- Ensure that DFN Project SEARCH delivers on any commitments to its corporate partners
- Keep accurate records, including on Donorfy, of meetings and important communications with corporate prospects and partners

3) Relationship building

- Build credibility and strong and effective working relationships with colleagues across DFN Project SEARCH to ensure the role of fundraising is understood and integrated to maximise opportunities
- Involve the Director of Development and colleagues in approaches where appropriate

4) Strategy and Planning

- Lead on the development and implementation of the corporate partnership's strategy
- Contribute towards the overall fundraising strategy of DFN Project SEARCH to meet income targets and deliver organisational objectives

Other duties:

1. Represent DFN Project SEARCH alongside other colleagues to prospective supporters, and at various forums and events, embodying the highest professional standards
2. Ensure all fundraising policies and procedures are followed and kept up to date and comply with current fundraising regulation and best practice, including GDPR
3. From time to time, you may be required to contribute to other duties in line with the broader fundraising strategy

Code of Conduct / Professional Responsibilities:

- Avoid any action or behaviour which may conflict in any way with the work and services provided by DFN Project SEARCH or which may bring the charity into disrepute
- Act in accordance with the charity’s current and future policies, procedures, guidelines, and relevant codes of practice, which aim to ensure the highest possible standards of professionalism
- To develop and maintain the range of skills appropriate to the post and to keep up to date with good practice, publications and issues relating to your area of work or the charity.
- To maintain, sensitive and confidential information securely, in accordance with the Data Protection Act 1998; to contribute to the collation of information for statistical, monitoring and evaluation purposes
- To develop and maintain appropriate boundaries of confidentiality in relation to employees, Associates, and any other person(s) that may be concerned with the charity’s business
- To participate as an employee of DFN Project SEARCH, by being available for staff and other meetings as required

Enhanced DBS check required for this role.

We particularly welcome applications from black, Asian and minority ethnic candidates, LGBTQ+ candidates, disabled candidates, and from men, because we would like to increase the representation of these groups at this level at DFN Project SEARCH.

Corporate Partnerships Manager Person Specification

Essential	Desirable
Experience	
Experience of working in a charity corporate partnerships/corporate social responsibility/marketing/sales environment	Experience of working in a charity corporate partnerships role and winning and delivering partnerships at the £100k+ level Experience of hitting targets
Experience of creating and delivering winning pitches.	Experience of writing proposals
	Experience of fundraising within the social justice or disability sector
Qualifications and Knowledge	
Very good understanding of UK charity sector	Good knowledge of the corporate sector

Excellent understanding of charity and corporate partnerships. Able to demonstrate have achieved appropriate levels of professional competence within fundraising	Professional qualification such as CloF certificate, CFRE, or fundraising apprenticeship
Good standard of education – numerate and literate	Knowledge of the issues facing young adults with a learning disability, autism spectrum condition, or both
Skills, Abilities, and Personal Attributes	
Ability to communicate clearly and persuasively, both in person and in writing, tailoring delivery to suit the audience	Ability to communicate information in a persuasive manner and to inspire people
Very strong interpersonal and relationship building skills	Ability to network effectively with a wide range of people
Very strong presentation skills	
Strong organisation and planning skills, including the ability to prioritise and manage own work under pressure	
Preparing financial targets and projections	
Computer literacy – knowledge and use of Windows-based applications, particularly PowerPoint and Excel	Experience of using a CRM system such as Donorfy
A team player, able to work collaboratively	
Proactive, positive and solution focused	

How to Apply: Please send completed application forms (or request an application) with a cover letter to recruitment@dfnprojectsearch.org

Deadline for applications: 5.00pm, Monday 6th May