

Recruitment pack

Corporate partnerships executive

acevo

imagine, inspire, improve

acevo.org.uk  acevo



Welcome

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Welcome

Thank you for your interest in joining ACEVO as a Corporate partnerships executive. Are you an experienced corporate partnerships professional, passionate about making a difference in civil society? You might be perfect for this!

ACEVO, the Association of Chief Executives of Voluntary Organisations, is looking for a Corporate partnerships executive to manage and grow our corporate partnerships and advertisers. You will play a crucial role in our income generation team, which contributes about 45% of our organisation's income. Your work will help us build stronger relationships with commercial organisations that support our vision of inspiring and effective civil society leaders.

You'll be a key member of our small, dynamic team, managing our current corporate partners to make sure they get the most out of their relationship with ACEVO. Through partnerships, event sponsorships, and advertising, you'll also explore and develop new ways to engage with corporates. Your experience in account management, new business development, and corporate partnerships will be essential as you work closely with our membership, events, and communications teams.



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About ACEVO

ACEVO is the Association of Chief Executives of Voluntary Organisations. Our vision is for civil society leaders to make the biggest possible difference. Together with our network, we inspire and support civil society leaders through connection, skills and influence.

For over 30 years, we have provided support, development and an inspiring, collective voice for our members across the UK. ACEVO's network of nearly 1,700 individuals includes the leaders of small, community-based groups, ambitious medium-sized organisations, and well-known, well-loved national and international not-for-profits.

Our mission is delivered through the contribution ACEVO makes to civil society and beyond: our "ripple effect". Our members imagine a better world. By supporting CEOs and strengthening leadership within the sector, ACEVO inspires its members to have a greater impact on their organisations and – through them – their beneficiaries and causes, to improve lives.

We believe that investing in our sector's leaders strengthens the impact they have. We are member-driven, connected, inclusive, ambitious and honest. Our members drive positive change in their organisations and in their communities, and our peer-to-peer network supports and encourages them at every step of their career.

We have a turnover of over £1m and 19 staff (15 FTE).

Our vision

for civil society leaders to make the biggest possible difference.

Our mission

together with our network we inspire and support civil society leaders through connection, skills and influence.



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Our values

Member-driven

We involve our members and include them in our thinking. We are driven by their needs and their potential to achieve change.

Connected

We achieve more through bringing people together, building the relationships and networks that generate confidence and belief.

Inclusive

We promote a culture that celebrates our differences and where everyone is heard, respected and valued. We aim to create a space that is safe and welcoming.

Ambitious

We are bold, confident, energetic and vibrant. We are both agile and entrepreneurial in leading and supporting our members in the challenges ahead.

Honest

We always act with integrity and in the best interests of our members. We do what we say we will do and are open about both our objectives and our impact.



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What our members say



ACEVO membership is like being part of a family. Somewhere where you belong, with a group of people who understand your reality, where you get to hang out and share ideas and struggles with your own kind. This means that joining ACEVO events, taking part or just showing up, is an act of self-care, which is powerful. On top of this, just like a good family home, you head back out of the door rejuvenated and resourced, with just the ideas, inspiration and resources that you need to go out there and do some more.



I've gained so much from my ACEVO membership this year, and so much delivered digitally has kept me fed and watered (without me even realising it) through a tough working year.



Loved getting my ACEVO enews today. It was the reading material equivalent if going to work on an egg or having my Weetabix! I was well set up for what came at me! Thanks for always being there for us.



ACEVO is a distinctive voice for leaders in the third sector. It's important to me that there is a voice for sector leaders which is separate and distinct from the sector organisations. We have different things to say and we need to be able to say them, ACEVO is very effective at putting that voice across to whoever needs to hear it, whether that's to government, the media or to other sector bodies.



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We are ACEVO. Click the link to watch on YouTube.

Further information

- [About the team](#)
- [About the board](#)
- [Annual report and accounts](#)



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Job description

Job role Corporate partnerships executive

Salary £34,790

Location Hybrid occasionally travel to central London office or partner offices.

Reports to Head of business development

Overview of the role

ACEVO's income generation team earns about 45% of our organisation's income. A big part of this is corporate income. Our current corporate partners provide products and services to our members and support our vision of encouraging effective and inspiring civil society leaders. Growth in both the number of partners we work with and their engagement is important to us.

As Corporate partnerships executive, you'll manage ACEVO's corporate partners and advertisers, making sure they're getting the most out of their relationship. In addition, you'll develop and explore new ways of engaging with corporates through partnerships, event sponsorships, and advertising.

Your experience should include account management, new business development, and corporate partnerships. You'll be joining ACEVO at a time of growth and opportunity. Our team at ACEVO is small but friendly, and you'll be one of three people working on income generation relationships while liaising with the membership, events, and comms teams.



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Main areas of responsibility

Manage corporate partnerships

- Maintain and nurture a portfolio of corporate relationships and advertisers.
- Build and maintain strong relationships with commercial organisations through extensive phone work and face-to-face meetings.
- Provide relevant engagement opportunities to partners in line with their level of investment.
- Work with existing partners to increase their engagement, activity, and financial contributions.
- Regularly report to partners on ACEVO activities, including membership, policy, and corporate partner engagement.
- Convert in-bound job advertising enquiries into long-term advertisers.
- Produce member newsletters promoting corporate partner services and ACEVO's job services with the head of business development and communications & content lead.
- Identify corporate partner venues, provide support, and manage related admin with the events, programmes & activities lead.
- Attend internal and external events and represent ACEVO professionally.
- To support business objectives, use digital channels.
- Manage and drive revenue to ACEVO Jobs, our recruitment advertising platform.

Growth and development

- Develop strategies to get flagship partners or sponsors.
- Create high-quality materials to support corporate partnerships.
- Develop new and imaginative ways to engage businesses.
- Develop strategies to attract and retain advertisers for ACEVO Jobs.

Working collaboratively

- Work with staff across teams to ensure business stewardship is coordinated.
- Support business objectives by providing input to other teams.
- Assist with corporate involvement at annual conference with your events colleagues.



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New business development

- Identify and act on new business leads by researching potential corporate organisations and job advertisers.
- Conduct due diligence on potential new partners.
- Collaborate with the membership team to explore new partnerships and services.

Targets, forecasting and budgeting

- Meet annual targets, KPIs, and milestones set with the Head of Business Development.
- Maintain up-to-date records of corporate information, activity, and income.



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Person specification

Essential

- Minimum of two years' experience as a corporate partnerships executive or account manager.
- Analytical and numerate.
- Working knowledge of CRM systems; Salesforce experience a plus.
- Ability to build relationships with internal and external stakeholders.
- A confident presentation manner and great customer service skills.

Desirable

- Proficient in MS Office packages.
- An understanding of the third sector.
- Experience in a professional or membership organization.
- Excellent organizational, problem-solving, and planning skills.
- Taking initiative with minimal supervision, prioritizing time and workload, flexible and self-motivated.
- Willing to take personal responsibility for delivering high-quality results.

You will be

- Highly organised.
- A detail-oriented person.
- Communicates well.
- Adaptable and dynamic.
- Be able to demonstrate the values of ACEVO: member-led, connected, ambitious, honest.



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25 days annual leave (pro rata based on actual working patterns)

Eight bank holidays (pro rata based on actual working patterns)

Three company days (set holidays which will be advised by the CEO / Head of finance each year. These are non-negotiable and not counted within annual leave / pro rata entitlements)

Automatic enrolment (if you're eligible) to our Group Personal Pension scheme with 6% employer contribution (minimum employee contribution 3%) via salary sacrifice

£500 training budget per annum (spend to be approved in advance by your Line Manager)

Access to our employee assistance programme at www.healthassured.org

Access to our employee cycle scheme at www.cyclescheme.co.uk



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To apply for the Corporate partnerships executive role, please provide the following documents:

- An up-to-date CV.
- A brief statement answering how your experience can benefit ACEVO in this role.

Please direct applications CV and short cover letter to diana.collier@acevo.org.uk

