

YOUR NEW ROLE AT THE TRUST

JOB TITLE:	Commercial Executive	PAY BAND:
FUNCTION:	Fundraising, Brand & Marketing	Support Delivering Specialist/Managerial Technical Lead/Function Head Senior Leadership Team
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.	

WHERE YOU WILL FIT

CEO	Director of Fundraising, Brand & Marketing	Director of Corporate Partnerships	Head of Commercial (Corporate Partnerships)	Commercial Executive
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HOW DOES THIS ROLE IMPACT YOUNG PEOPLE?

Your role is crucial to the growth of our unrestricted fundraising income which supports young people across all King's Trust programmes. It also supports our strategic objectives to reach and engage more young people and deliver truly impactful fundraising alongside new and existing King's Trust partners.

WHAT WILL YOU DO?

-  Support the commercial team across a range of fundraising propositions, including Chelsea Flower Show, The King's Trust Awards, Invest in Futures and Change a Girls Life.
-  Manage the team admin required to ensure success for commercial partnerships including proposals, prospect lists, evaluations, case studies and legal documents.
-  Support the corporate partnerships team with any commercial requirements relating to their partners.
-  Support the business development team in commercial requirements with new prospects.
-  Work collaboratively across the organisation, namely with brands and marketing to maintain productive ways of working with our commercial interdependencies.
-  Help to ensure key commercial project and activation deadlines are met, working closely with events and marketing to understand commercial partner deliverables.
-  Support with senior volunteer communications including materials and status updates for meetings and email updates.
-  Work with our prospect development team and good desk research to identify new commercial targets.
-  Support the commercial team with income tracking and commercial fundraising process documents.
-  Responsible for actively contributing to an equitable, diverse, and inclusive workplace.

THE SKILLS YOU'LL BRING

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?
Proven planning and organisational skills, with the ability to manage a varied and busy workload.	The commercial team work across several projects with different KPIs. The candidate will need to stay up to date on key actions relating these.
Excellent relationship management and communication skills	The commercial team liaise with a large number of internal and external key stakeholders at different levels
Excellent verbal and written communication skills with experience in presenting to external audiences.	You must present and liaise with external audiences, partners and senior volunteers.
Good influencing skills with the ability to influence key stakeholders	You will need to manage expectations
Experience	Why do we need this?
Experience in managing CRM systems in a charity setting	You will be responsible for updating and managing the commercial team prospects
Experience in Business Development and/or marketing	You will be required to support the development of compelling sales materials used to win new partnerships
Experience with lists and contract management with a high level of organisation and attention to detail	You will need to keep prospect lists up to date

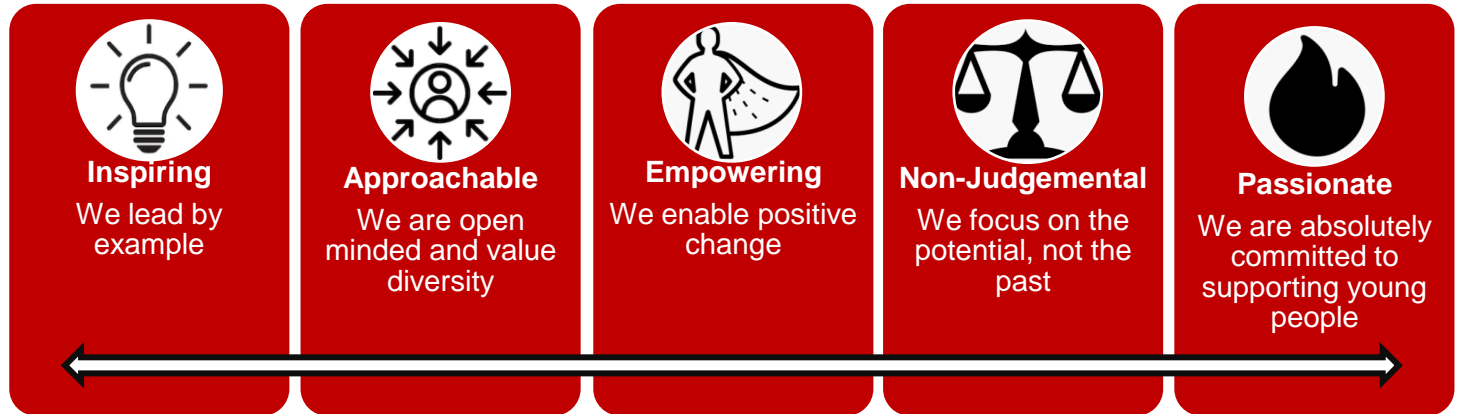
WE WOULD LOVE IT IF YOU COULD DO THIS

Experience	Why do we need this?
Experience in using Raisers Edge	You will be required to use Raisers Edge, our central CRM system
Experience pitching, selling and implementing event and campaign sponsorships	In order to speak confidently on the value of our commercial packages

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 King'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. Our goal is to create an environment where everyone, from any background, can be themselves and do the best work of their lives.

We're a Stonewall Diversity Champion and we are Disability Confident employer. Our staff, volunteers and young people are supported by KT CAN (our Cultural Awareness Network), KT GEN (Gender Equality Network), KT DAWN (Disability & Wellbeing Network) and PULSE (LGBTQIA+ 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 afforded 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 King'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 per 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.