

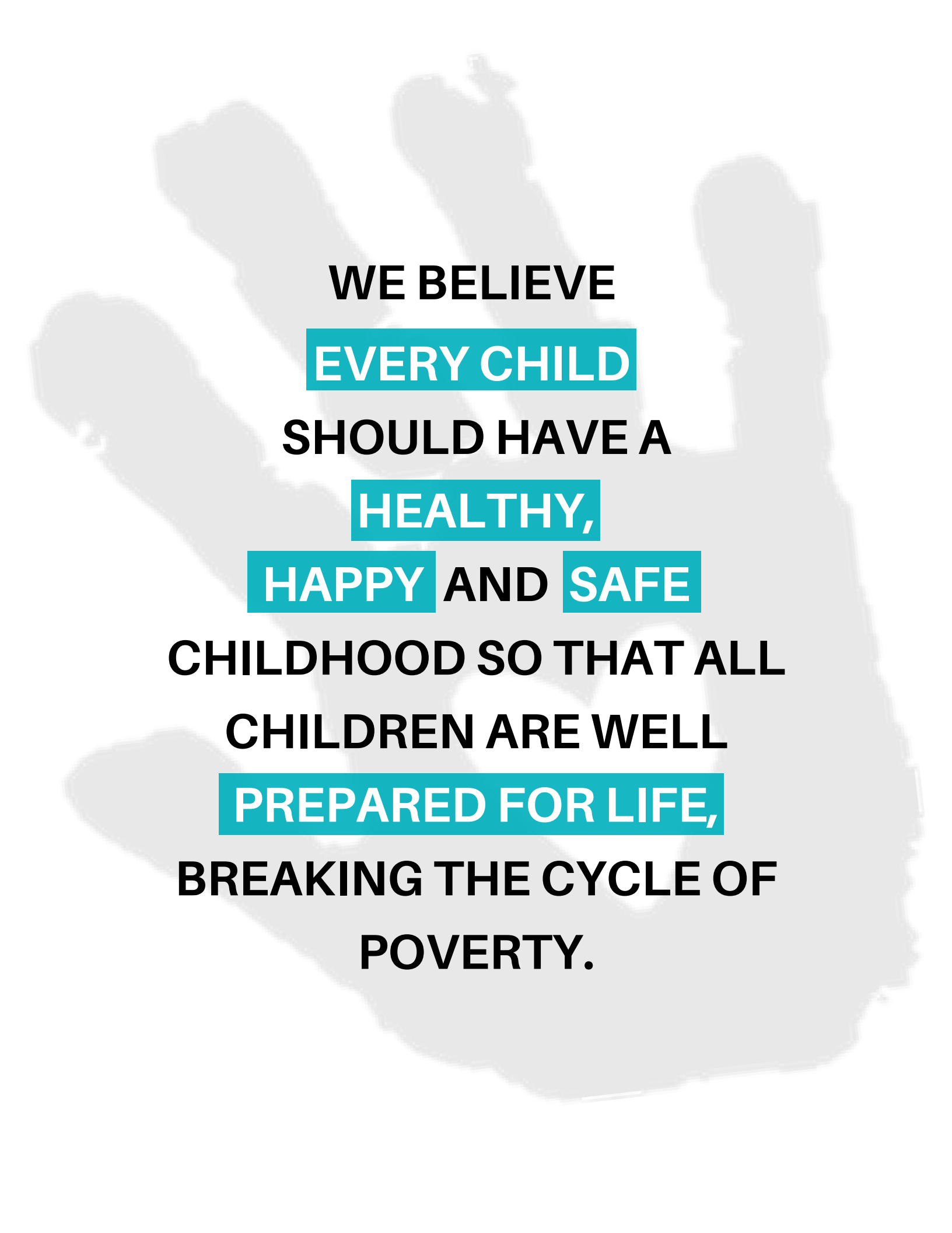


# Corporate Partnerships Manager



The  
**ChildhoodTrust**  
Alleviating the impact of child poverty

Appointment Brief  
June 2024



**WE BELIEVE**  
**EVERY CHILD**  
**SHOULD HAVE A**  
**HEALTHY,**  
**HAPPY AND SAFE**  
**CHILDHOOD SO THAT ALL**  
**CHILDREN ARE WELL**  
**PREPARED FOR LIFE,**  
**BREAKING THE CYCLE OF**  
**POVERTY.**

# Welcome

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Thank you for your interest in becoming our new Corporate Partnerships Manager.

London's children and young people have the right to grow up supported and loved, with enough nutritious food, adequate housing, space to play, and the opportunity to learn and explore free from stress. It is in these environments that young people are able to fulfill their potential. Without these basic resources, London is failing the 800,000 young Londoners who are living in poverty. The Childhood Trust is London's child poverty charity. Our mission is focused on alleviating the impact of poverty on disadvantaged children in London.

The cost-of-living crisis has created a challenging 12 months for the Trust but in the face of this adversity, we have achieved remarkable success and impact. Since July 2022 we have funded the delivery of 188 charitable projects supporting 267,815 disadvantaged children and young people.

To build on this success, we are searching for an experienced and ambitious Corporate Partnerships Manager to join our Fundraising and Development team. This position offers a unique opportunity to join a dynamic and growing organisation to make a significant impact on the lives of disadvantaged children and young people in London.

If you'd like to help us achieve our ambitions for children and young people living in London, we would love to hear from you.

Neha Mahendru  
Interim CEO



# The role

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As the Corporate Partnerships Manager, you will spearhead the growth and development of our Corporate Giving portfolio. This role involves enhancing relationships with current corporate partners and playing a critical role in our Fundraising & Development team.

You will report to our Director of Development and will manage and grow our relationships with partners and donors from the corporate sector, who support our work through donations, employee fundraising and volunteering activities.

The successful candidate will thrive on cultivating and executing a fantastic experience for our corporate partners, finding opportunities to maximise their engagement and deliver fundraised income targets.

You will join our growing team and be deeply passionate about our mission and vision. You will be someone who thrives in our small charity culture, which is collaborative, innovative, and dynamic as well as having the ability to work autonomously and have an appetite for continuous improvement.

## **Key responsibilities:**

- Manage the Childhood Trust's relationships with a portfolio of corporate partners
- Meet income targets of minimum c. £500k pa
- Implement account management practices that support continued development and growth of key relationships, ensuring partners feel valued and understand the impact of their support
- Create high-quality proposals and presentations that communicate the impact of our work and partnerships
- Liaise between corporate partners and our volunteer programmes function, connecting partner employees to opportunities and stewarding the activity
- Develop strong working internal relationships with colleagues, delivery partners and volunteers, to identify suitable opportunities to bring to life the cause and solutions for partners and their employees
- Tracking and reporting on income, working with Finance as needed

- Oversee a calendar of fundraising events and fundraising materials (in collaboration with the Communications Team) to make it as easy as possible for partners and employees to fundraise for the charity
- Represent The Childhood Trust at events, visits and meetings – including evening and weekend work as required
- Contribute to setting the annual budget and carrying out regular review of the pipeline
- Contribute to the ongoing development and execution of The Childhood Trust's strategic goals

### **Skills and Experience:**

To succeed in this role, you will:

- Have a proven track record of building successful partnerships and/or relationships at various levels, developed in a fundraising role or in another relevant capacity
- Have excellent relationship management skills and be an inspiring, articulate, and persuasive communicator
- Experience setting and delivering effective, engaging fundraising plans with the partners you manage
- Be naturally collaborative, inclusive, and a highly motivated self-starter
- Be goal oriented with the ability to work independently, show initiative, and have a high level of self-awareness and personal accountability
- Have strong organisational and planning skills
- Have a solid knowledge of governance and regulations related to fundraising and the charity sector
- Have a good understanding of the challenges facing children living in poverty and successful interventions /support available

The Childhood Trust is an equal opportunity employer and values diversity in its workforce. The Head of Operations will join a dynamic team committed to making a meaningful difference in the lives of disadvantaged and vulnerable children.

This person specification is designed to outline the key qualifications, experience, and personal attributes required for this role at The Childhood Trust. Applicants are encouraged to address how their skills and experiences align with the specified criteria in their application.

# Terms of appointment

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<b>Title:</b>	Corporate Partnerships Manager
<b>Reports to:</b>	Director of Development
<b>Salary:</b>	c. £37,000 p/annum
<b>Hours:</b>	37.5 hours per week

## **Place of work, Hours of Work, Flexible Working**

The Childhood Trust currently works from its own self-contained offices moments from Victoria Station. There is a scope to work from home up to 3 days a week if required.

## **Pension**

The Childhood Trust operates a Personal Pension Plan with NEST (with the right to opt out) In line with statutory regulations the rates for April 2019 onwards for qualifying wages are as follows;

- Employer contribution: 3%
- Employee contribution 5%

## **Cycle to Work Scheme**

This scheme provides a tax efficient way to obtain a bicycle and accessories up to the value of £1,000. Repayments are made over 12 months by means of salary sacrifice in order to obtain full relief from both income tax and National Insurance. To be eligible, employees need to have completed their probationary period and have an employment contract which lasts for at least 12 months from the date the bicycle is collected. The arrangement is run in partnership with Cyclescheme.

## **Childcare Vouchers**

Parents can spend up to £243 per month on childcare vouchers via salary sacrifice. This method frees the benefit from income tax and National Insurance contributions and therefore delivers a significant employee saving.

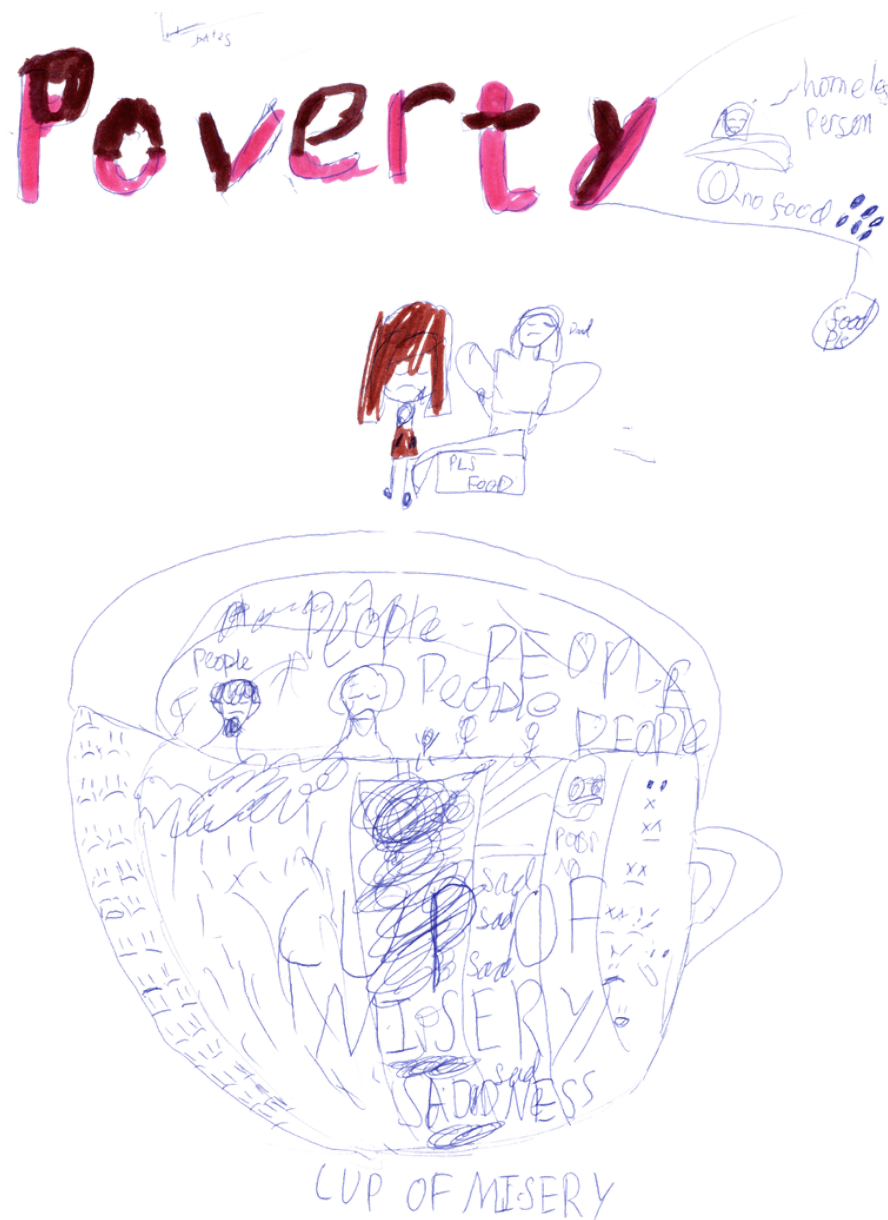
## **Holiday Entitlement**

The basic allowance is 25 days leave per year. After three years this increases to 30 days and after 5 years it rises further to 35 days.

The standard working week at The Childhood Trust is 37.5 hours. Start and finish times can be agreed between employee and manager. Flexibility of working hours may be required to meet The Childhood Trust's varying needs. The nature of this relationship - based role will require some evening and weekend working as and when required.

### Other Conditions

The Childhood Trust is fully committed to protecting those with whom it comes into contact in the course of its work and will conduct appropriate pre-employment referencing and checks. We are an equal opportunities, disability-confident employer and committed to achieving the highest standards of diversity, fairness and equality.



Registered Company No. 07746081  
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