



## Corporate Partnerships Manager

## Candidate Information Pack

## Key Information

<b>Job Title</b>	Corporate Partnerships Manager
<b>Department / Team</b>	Fundraising Team
<b>Responsible to</b>	Senior Corporate Development Manager
<b>Contract type</b>	Permanent
<b>Hours of work</b>	Full-time 37.5 hours per week (excluding 30-minute lunchbreak), with three days in the office.
<b>Salary</b>	Between £36k - £44k, depending on experience
<b>Purpose of role</b>	Responsible for the management and maximisation of corporate partnerships at City Harvest.

## About City Harvest

Since 2014, City Harvest has been rescuing food to feed people and protect the planet.

People across the UK are experiencing unprecedented levels of food poverty. The cost-of-living crisis caused food prices to increase by 25%, and 8 million people are now food insecure. Many families who have previously never had to worry about where their next meal was coming from are now struggling to put food on the table. With so many families pushed into food poverty, more people are turning to food banks and charities.

At the same time, one-third of the food produced in the UK never reaches a plate. The London food industry throws away enough surplus food to create 13.3 million nutritious monthly meals, more than enough to feed every person struggling to eat in the city.

City Harvest solves food poverty and food waste across London. **Every week, we rescue over 100 tonnes of surplus food from the food industry. Our staff and volunteers sort and package this food, and our vans deliver it, free of charge, six days per week to over 375 community partners across 30 London boroughs.** We provide over 1.1 million meals monthly, and 43% of our deliveries are fresh fruit and vegetables.

## Key Deliverables

Reporting to the Senior Corporate Development Manager, this role will lead and manage a portfolio of charity partnerships to an excellent standard.

- Manage and support the development of strategic partnerships for the charity (early stages at City Harvest).
- Build relationships with multiple stakeholders at corporate partners to develop engagement and long-term commitment.
- Manage a range of partnerships, such as charity of the year, London chosen charity, commercial, cause-related marketing, and affinity partnerships (£5k-£100k)
- Maximise income through new ideas and proactive stewardship.
- Take overall responsibility for all partnership elements, including account plans, impact reporting, employee fundraising, payroll giving, challenge events, sponsorship, etc.
- Develop high-quality materials for current and future partners of City Harvest.
- Work closely with the Communications team to design and deliver suitable communication plans for each partner.
- Develop new processes and materials for partnerships with City Harvest
- Develop new partnership ideas for the charity.

- Set up newly secured partnerships from the outset alongside the Senior Corporate Partnerships Manager
- Lead partner visits to City Harvest sites.
- Identify touchpoints for SLT, CEO, & Board Engagement for relevant partners.
- Develop a network of community-level corporate support local to City Harvest sites.
- Work collaboratively with the fundraising team to support other income areas as needed.

## Strategy and Planning

- Monitor and evaluate each partnership to ensure objectives and contractual obligations are met.
- Develop maximisation plans for each partner.
- Work closely with City Harvest's internal departments to ensure each partnership's smooth delivery.

## New Business

- Work closely with the Senior Business Development Manager to support new business wins.
- Work closely with the Corporate Volunteering & Partnerships Manager to support converting company volunteers to partners.

“Corporate income makes up 30% of our total revenue and has largely been managed by one team member. We are now investing in corporate partnerships by expanding to three full-time roles to ensure we can grow, retain current support, and attract new business. This is a great opportunity for someone who wants to build the foundations for amazing corporate partnerships and who likes to work across lots of different accounts within a fun and friendly team.”

**Donna Beetham, Head of Fundraising**

## Person Specification

Education & Training	Essential	Desirable
Chartered Institute of Fundraising – Corporate Fundraising		X
Experience & Knowledge		
Experience working in Corporate Fundraising in the charity sector or within a CSR team	X	
Experience in managing corporate partnerships	X	
Experience building relationships with donors and senior stakeholders	X	
Knowledge of charitable giving across companies in the UK		X
An understanding of the issues of food poverty and food waste		X
Skills & Abilities		
Excellent writing skills	X	
Good presentation skills	X	
Excellent relationship-building skills	X	
High organised	X	
Experience of using a CRM system for Fundraising	X	
Good time management	X	



## How to Apply

City Harvest London is an equal opportunity employer; candidates are selected based on their abilities and merits to perform the tasks required. Our policy is to be fair and consistent in all aspects of our organisation.

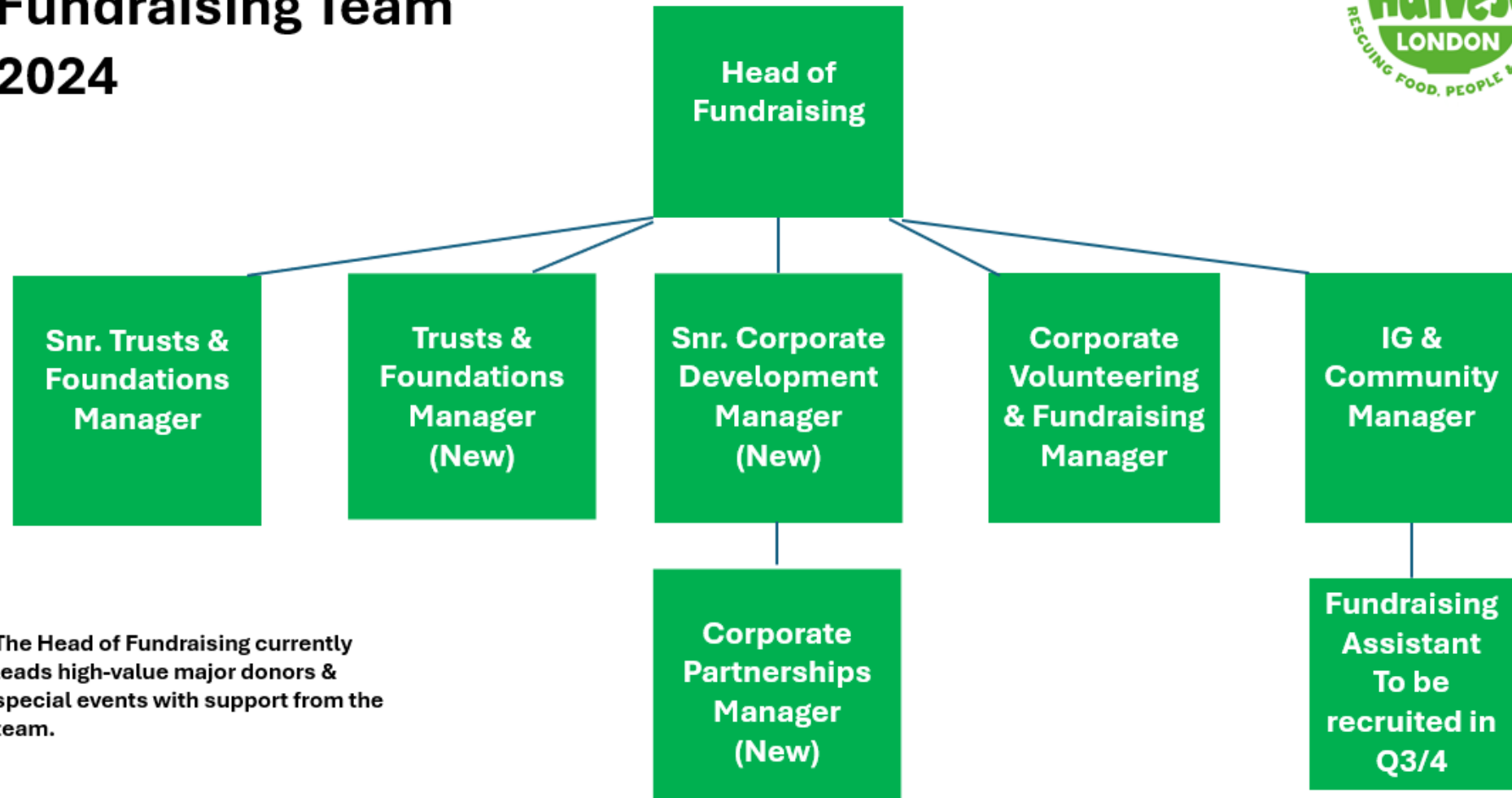
We recognise respect and value differences and diversity; we embrace equality as part of our ways of working because we believe that it is the right thing to do for our people, our community, and our success.

By clicking on this [link](#), please apply by submitting a copy of your Curriculum Vitae (CV) and a cover letter highlighting your suitability for the position and why you are interested.

For any queries, please get in touch with Suzie Groves at [suzie@aawpartnership.com](mailto:suzie@aawpartnership.com).

**Please note there is no closing date for this position – the role will be closed once a suitable candidate has been identified, so please apply early.**

# City Harvest Fundraising Team 2024



The Head of Fundraising currently leads high-value major donors & special events with support from the team.