Job Description

POST:	Partnerships Manager
REPORTS TO:	Head of Income Generation

Level: Manager

- Core member of the income generation team, responsible for contributing towards the achievement of collective objectives and goals through proactive partnership building and effective relationship management.

Purpose of role:

- To contribute to the success of Fight for Peace by:
  - securing funding for priority activities
  - identifying and building strong partner relationships
  - supporting the wider team and other organisational aims and objectives, as needed.

KEY RESULT AREAS	MEASURES OF SUCCESS
Fundraising and relationship management • Manage a portfolio of prospect and supporter relationships, applying a relationship-based approach to maximise opportunities for income generation. • Identify and qualify new prospects, focusing on companies, corporate foundations and individuals associated with these organisations. • Identify and attend appropriate networking events to widen the prospect and donor audience for FFP. • Liaise with internal teams throughout the partnership building process to ensure any proposed activities and commitments are appropriate and deliverable. • Lead on engagement and stewardship activity for corporates and other partners, organising visits and coordinating regular updates produced in conjunction with the communications team. • Achieve personal and contribute to team income targets and other KPIs, as agreed with the Head of Income Generation. • Record all research, communications and other relevant activity efficiently and compliantly on FFP's systems. • Support the wider team in other fundraising, as required.	• Agreed objectives and KPIs are achieved. • Proposals are agreed with delivery team/s. • Regular and effective communication with teams across the organisation. • All activities are in accordance with FFP's values, policies and codes of conduct, and are legally compliant.

Strategy, sector knowledge, and compliance • Lead on creating, updating and delivering a strategy for corporate partnerships. • Support the Head of Income Generation to revise and implement the wider fundraising strategy and team processes and procedures. • Actively maintain awareness of trends and developments in the sector, sharing learnings as appropriate. • Ensure that activities are compliant with the requirements of the Charity Commission, Fundraising Regulator and other relevant legislation and guidance, including but not limited to GDPR and safeguarding.	• The overall strategy and its financial targets are successfully implemented and delivered. • Sector trends are known and acted upon, as relevant. • There are no complaints or breaches of legislation.
Personal development • Attend regular meetings with the Head of Income Generation, prepare appropriately and carry out follow-up actions as required. • Take responsibility for identifying personal development needs and maximising opportunities. • Actively contribute to appraisal and / or 360-degree feedback activity.	• Attendance is regular and contribution is active and effective. • Seeks feedback, attends training and development and is proactive in self-development. • Completion of appraisal / 360-degree feedback to time.
Management of self • Maintenance of industry & professional knowledge, time management, strong advocate and representative of the organisation. • Adheres to all safeguarding training behaviours and expectations, maintaining professional boundaries. • A commitment to and a working understanding of equality and diversity, with the motivation and ability to challenge non-inclusive and discriminatory behaviour.	• Effective within role: keeping up-to-date, committed to learning, well organised, excellent communication through all media, being a role model. • Keeps up to date with safeguarding knowledge and seeks advice when needed. • Keeps up to date with equality and diversity knowledge and seeks advice when needed.
This job description is not exhaustive and the post-holder is expected to support its evolution to meet the needs of FFP.	

Person Specification KNOWLEDGE, SKILLS & EXPERIENCE:
Skills and experience **Essential:** • Excellent verbal and written communication skills, with the ability to communicate clearly and creatively, and to adapt to suit the audience and situation. • Experience of identifying, initiating and managing partnerships, ideally for charitable funding. • Tenacious self-starter: someone who can spot a good opportunity and pursue it until it comes to fruition. **Desirable:** • Experience of securing funding for a charity. • Experience of the youth or sports sectors.
Attributes • Collaborative team player. • Excellent organisational and administrative skills, with close attention to detail. • Ability to build and maintain strong and mutually-beneficial relationships with a range of internal and external stakeholders. • A willingness to try new things and support the development of others and the wider organisation. • Passion for Fight for Peace's mission and committed to Fight for Peace's values: Embracing, Solidarity, Champion, Inspiring and Courage.

The Fight for Peace Approach

Every young person who walks through our doors benefits from our Five Pillar methodology:

- Boxing and martial arts
- Education through accredited sports qualifications
- Employability support
- Youth leadership opportunities
- Mentoring and mental health support services

Newham is London's most youthful borough, and also one of its most unequal. Young people need Fight for Peace now more than ever. Your work will help make sure they get it.

Our Five Values, and what they mean for you:

01 Embracing. We believe in a society without exclusion. Everybody is welcome at Fight for Peace. You'll be part of a team that values different backgrounds and experiences, and you'll help us bring in partners who share that belief.

02 Solidarity. We work together in unity across our staff, young people and community. As part of the Income Generation team, you'll work hand in hand with colleagues in delivery, communications and beyond, so that every partnership is built on what we can truly deliver.

03 Champion. We dedicate ourselves to being the best we can be in everything we do. We'll support your professional development, and we expect you to bring ambition to your work and a drive to keep learning.

04 Inspiring. We aim to inspire those around us and be inspired by them. You'll spend time at the Academy, and you'll see why partners fall in love with this work. Your job is to bring them into it.

05 Courage. We work where there is need, and we are proud to stand up for peace. Whether you're approaching a new prospect or trying a new way of working, we want you to be bold.

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