



SCOTLAND'S CHARITY AIR AMBULANCE



Partnerships Fundraiser

Location: Perth (Scone Airport) or Aberdeen Airport

Reports to: Partnerships Manager

Hours: Full time — 37.5 hours per week

Salary: £29,000—£31,000

Benefits: Pension: 12% employer's & 5% employee's contribution (after 3 months' service)
Annual Leave: 36 days (incl. public holidays) + an extra day for your birthday
Death in Service benefit: 4 times annual salary
Optional Private Medical Insurance plan and Cashplan
Employee Assistance Programme
Enhanced Maternity/Adoption/Paternity Pay
Access to Blue Light Card
Learning and Development Opportunities
Hybrid Working (minimum 2 days per week in the office)

Working for Scotland's Charity Air Ambulance

Scotland's Charity Air Ambulance (SCAA) exists so nobody in Scotland suffers or dies because medical help cannot get there in time.

People can get sick or have accidents anywhere and anytime. But in Scotland there are places where urgent medical help cannot reach people. Or help gets there too late. And when lives are at risk every minute matters.

As a charity we rely on donations from the Scottish public, companies and communities to ensure that urgent medical help gets to the patient when it is needed, wherever they are and at whatever time of day.

As part of an ongoing strategy of development, SCAA is looking for a highly motivated, focussed and committed individual to support the growth of our corporate partnerships programme. Working closely with the Partnerships Manager, you'll play a key role in identifying, securing and developing partnerships that generate sustainable income and create meaningful impact for our charity.

This is an exciting opportunity for someone who enjoys building relationships, spotting opportunities and delivering exceptional donor experiences.

The Partnerships Fundraiser will support on the securing of new partnerships and take the lead on stewarding our corporate partner portfolio. They will join a dynamic team who are passionate about supporting our corporate partners, demonstrating the contribution they make to our critical service through their donations of time and money.

This role will be based either in Perth, at Scone Airport, or at our Aberdeen base, at Aberdeen Airport. SCAA supports flexible and hybrid working arrangements—our current approach typically includes two office days per week for those working on a hybrid basis. The usual hours of work will be Monday—Friday, 9am—5pm but it should be noted that this role will require the successful candidate to occasionally work at weekends and during the evenings. This role will also require the successful candidate to travel regularly to partner locations within Scotland.



Partnerships Fundraiser

Scotland's Charity Air Ambulance

Our Ambition

No one in Scotland should die because help cannot get there in time.

Our Mission

To save lives through the urgency and quality of our response to time-critical emergencies.

Our Vision

To provide a valued, sustainable, leading edge national air ambulance service that is integral to emergency services in Scotland.



Our Ethos

Fast, professional, responsible, innovative, visible.



Partnerships Fundraiser

Our Values

Excellence

We raise the bar through professionalism, ambition and innovation. We deliver an exceptional service that is compassionate, trusted and lifesaving.

Compassion

We treat people with compassion, respect and care, placing individuals and communities at the heart of every decision we make.

Commitment

We show commitment by working together with shared purpose, supporting each other and our communities to make a meaningful and lasting difference.

Trust

We build trust by being reliable, accountable and professional, acting with integrity and delivering safely when people need us most.



Partnerships Fundraiser

About the role

As Partnerships Fundraiser you will:

- Lead on the effective stewardship and development of partner relationships, including the development and implementation of engagement plans and KPIs, to maximise retention and deliver a consistently positive partner experience.
- Act as the first point of contact for new partnership enquiries to ensure timely responses, working with the Partnerships Manager and other stakeholders where necessary to allocate the most appropriate lead and communications approach.
- Work with the Partnerships Manager and other key stakeholders to develop and embed effective processes, systems and procedures for the Partnerships Team to support consistent, high-quality partnership delivery, strong governance and scalable growth.
- Support the Partnerships Manager in the development of scalable partner communications programmes, including an annual calendar of regular stewardship communications marketing opportunities, to enable consistent stewardship for business supporters across the charity.
- Work collaboratively with other teams to deliver exceptional donor experiences and develop compelling offers to increase partners' engagement and support.
- Support the development and implementation of SCAA's Partnership Strategy, in line with the overarching Fundraising Strategy and organisational goals.
- Support on the development and delivery, where appropriate, of partnership proposals and pitches to ensure potential partners can clearly see the value, impact and benefit of working with our charity.
- Ensure all partnership activity complies with GDPR, internal policies and follow good practice as outlined by the Chartered Institute of Fundraising, to protect our charity's integrity and reputation.
- Lead on maintaining accurate records of all partnerships – including key contacts, communications, preferences, and donation administration – to facilitate effective stewardship, ensure accuracy and for compliance and reporting purposes.
- Report on a regular basis on the financial development of relationships, including the pipeline for repeat giving, upgrade of gift and diversification of support.



Partnerships Fundraiser

General responsibilities

- Maintain and improve competencies through continuous professional development.
- Work collaboratively with staff across the charity and key partners.
- Work effectively and efficiently to administration, communication, health and safety protocols and policies to ensure that organisational systems and procedures are implemented.
- Abide by organisational policies, codes of conduct and practice as described in the Staff Handbook.
- Treat with confidentiality any personal, private, or sensitive information about individual organisations and or schemes or staff etc.
- Perform other associated duties as may arise, develop, or be assigned in line with the broad remit of the post.
- Be prepared to travel throughout Scotland and occasionally beyond to meet the needs of the business.



Please refer to the full job description for more details.

About you

Essential

Experience & Knowledge:

- Experience working in a similar role managing partnerships between businesses and/or charities either within the commercial or charity sector.
- Experience developing donor-focussed communications.
- Experience of working with relevant CRM databases and a commitment to capturing donor relationship details through the use of these systems.
- Knowledge of appropriate fundraising regulations.

Skills:

- Excellent interpersonal skills to establish meaningful connections with our partners.
- Research skills to support the recruitment of new partners.
- Ability to build successful relationships with a range of stakeholders including donors, volunteers, ambassadors, board members and other senior stakeholders.
- Excellent written and verbal communication skills
- Ability to demonstrate a commitment to delivering excellence and continuous improvement.
- Keen attention to detail and ability to complete tasks including all administration around tasks and archiving key materials for learning and review.
- Ability to conduct thorough reviews of projects against KPIs.
- Ability to work within a team, adopting a collaborative approach to working with colleagues, whilst also able to work independently, being pro-active and self-sufficient.
- Proficient IT skills, including the use of the Microsoft Office suite.

Please refer to the full person specification for more details.



Partnerships Fundraiser

Join us!

Application

To apply please email the following to **Susie Crocker** at Recruitment@scaa.org.uk

- your CV and covering letter— outlining your suitability for the role, your relevant experience, your motivations for applying and how you heard about this vacancy. We advise you to refer to the 'About You' section and use this to explain your suitability for the role.
- Equality, diversity and inclusion monitoring form (optional)

As an equal opportunities employer, SCAA is committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join SCAA.

Application deadline is 5pm on Sunday 19th July.

Interviews

Interviews will take place at our base at Perth Airport in Scone during the week commencing 27th July.

Further information will be provided if you are invited to interview.



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