

Job description

Job title:	Partnerships Programme Lead
Organisation:	Bliss, the premature and sick baby charity
Location:	Head Office, London SE1 (two days per week)
Terms:	Full or Part Time (30-35 hours a week), permanent
Salary:	£38,480 FTE

Role description

The Partnerships Programme Lead plays an essential role in Bliss' fundraising and is responsible for maximising the value from our corporate partner relationships. The Partnerships Lead will grow value from existing partnerships; identify and secure new mutually beneficial partnerships; and plan and deliver projects and campaigns with colleagues and external partners. With a number of existing high-profile partners, and the scope to build our success in partnership fundraising, this is an exciting time to join the team.

This role would be well-suited to an experienced corporate fundraiser looking to grow their career in a small, agile, and ambitious organisation. We also welcome candidates with strong transferrable skills in account management, new business and negotiation from other sectors.

About the team and department

The Partnerships Team consists of the Partnerships Programme Lead and Fundraising Officer. The team supports Bliss' vision that every baby born premature or sick in the UK has the best chance of survival and quality of life. The Partnerships Team generates income to maximise Bliss' positive impact for babies. The Partnerships Team sits within the Fundraising Department alongside the Community & Events, Individual Giving, Trusts & Foundations, and Fundraising Operations teams.

Reporting structure:

This role reports to the Fundraising Director.

Key duties:

Partnerships

- Generate income from new business. Work with, and line manage, the Fundraising Officer to maintain a pipeline of ongoing new business approaches, developing and delivering compelling pitches and proposals, and securing new mutually beneficial partnerships.
- Effectively manage a portfolio of our highest value corporate partnerships, including Pampers and WaterWipes.
- Ensure Bliss maximises value from partners through strong management, high quality execution, and negotiation. This will include annual strategic planning with partners, ongoing account management, overseeing the successful delivery of core partnership activities with internal teams, and effectively monitoring and evaluating partnerships each year.

Collaborative working

- Work with colleagues in the Services and Finance teams to identify opportunities for sponsorship and funding and build these into compelling proposals.
- Use our database and work with colleagues across Bliss – including the Senior Management Team (SMT) and the Board – to identify opportunities for partner working and build appropriate strategies to drive forward approaches.

- Occasionally project manage small internal teams to deliver core campaigns, such as communications and marketing campaigns for high value partners.

Financial planning

- Oversee financial planning and contracting for all partnerships, including supporting the Director of Fundraising with annual budgets and reforecasts, overseeing the contracting process for all partners with the input of Bliss' SMT, and responsibility for monthly management accounts review and variance reporting.
- Work with the Director of Fundraising and Director of Finance & Operations to oversee incoming income, ensuring that contracts are developed and signed in good time, invoices are issued and chased as required, and donations are received in line with agreed budgets.

General

- Ensure strong record keeping and administration of all approaches and accounts, including effective use of our Raiser's Edge database, new business pipeline, and internal documentation.
- Line manage the Fundraising Officer, ensuring high performance and excellent stewardship to donors.
- To stay ahead of changes and trends in the sector, including strong external networking with other Partnerships fundraisers.
- Contribute as a senior member of the Fundraising team, ensuring strong collaboration across the department.
- Contribute as a senior staff member at Bliss, ensuring effective cross-team working.
- Stay well-informed of Bliss' strategy and plans and maintain strong ongoing relationships with internal teams, particularly Fundraising, Finance, Services and Policy, Research and Campaigns.
- To carry out any other duties as may reasonably be required.
- Line manage the Fundraising Officer

Key skills:

Essential

- Strong working knowledge of all types of fundraising partnerships, including sponsorship, cause-related marketing and Charity of the Year.
- Excellent account management skills, with proven experience managing five- or six-figure partnerships.
- Proven experience securing new partners at five- or six-figure levels from prospecting and qualification through to contracting and successful delivery.
- Strong commercial acumen: the ability to understand other organisations' commercial objectives and build mutually beneficial agreements that deliver tangible value for Bliss.
- Confident communication: the ability to clearly and confidently articulate Bliss' work through writing, conversation and public speaking.
- Influencing and leadership skills, including demonstrable experience of effectively working with senior colleagues and external stakeholders.
- Creative thinking: able to develop creative, compelling proposals that align with the objectives of prospective partners from various sectors.
- Strong collaboration skills: the ability to know when to bring in colleagues and work as part of a wider team to deliver the best results.
- Strong financial planning and reporting experience, with proven experience of managing budgets and setting and achieving stretching yet realistic financial goals.
- Excellent project management and attention to detail.
- Ability to work under pressure and with minimal supervision, effectively prioritising tasks and delivering to a high standard.
- Experience using databases. Experience of Raiser's Edge is a plus.
- Good IT skills, with confidence using Outlook, Excel and Powerpoint.

Desirable

- Line management, including setting objectives, giving feedback and managing effective performance.

Special conditions

- Ability to work a minimum of two days per week in our London Bridge office, and to travel to partner sites as needed.
- Able to demonstrate commitment to the aims and objectives of Bliss.
- Willingness to work outside office hours and weekends on occasions.
- Willingness to undertake further training as and when required.

Health & Safety and codes of conduct

- To carry out all work in accordance with Bliss' health and safety policy.
- To adhere to Bliss' Equal Opportunities and Diversity Policies at all times.
- To adhere to Bliss' financial monitoring processes.
- To ensure compliance with GDPR and data protection regulations.
- To adhere to Bliss' User Involvement policy and practice and to work closely with a range of stakeholders and users of our services to best design, support and evaluate our activities.

About Bliss

Bliss is the UK charity for babies born premature or sick. Our vision is that every baby born premature or sick in the UK has the best chance of survival and quality of life.

We champion the rights of every baby born premature or sick to receive the best care. We achieve this by empowering families, influencing policy and practice, and enabling life changing research.

For more information about Bliss, visit bliss.org.uk

Why Work for Bliss

If you work for Bliss, you'll be part of a passionate, hardworking team who are making a real difference to the lives of babies born premature or sick.

Bliss has around 40 staff, most of whom are based in our lovely London Bridge office, with a small number of remote staff based in Scotland. All of our staff work **flexibly**, with everyone able to choose when to work their hours between 7am – 7pm Monday to Friday (working days are up to 8hrs long). This means we can provide lots of options for flexible working, such as annualised or compressed hours, as well as offering roles on a job-share basis.

We really value in-person interactions, so **hybrid working** means staff work in the office for two days per week but can choose to work wherever they like for the rest of their hours. Staff are supported to work even more flexibly over the summer and are also able to choose two weeks per year when they work fully remotely, if they would like to.

We are an equal opportunities employer and take pride in our **inclusive** work culture. We are committed to being inclusive in our recruitment practices and in our ways of working to ensure we recruit and retain a diverse workforce. Having a **diverse** workforce is important to us, to ensure we can best represent and serve all babies born premature or sick every year. We recognise that babies born into families already facing health inequalities may need more, or different, support in order to have the best chance of survival and quality of life so there is a particular focus in our [strategy](#) on driving for equity in neonatal care. We are determined to become even more inclusive and diverse in the future.

Our staff truly embody our **values** of being supportive, trusted and ambitious. In 2023 we asked staff what makes Bliss unique to work for, and staff said: *"the supportive culture, people care about their work and genuinely want to do their best"* and *"we seem to have a great skill in employing lovely ambitious people. I think it's rare to work somewhere with such a friendly and supportive culture where people genuinely care and go out of their way to collaborate and to support one another"*. **95% of staff said that Bliss was a good place to work and 95% said Bliss has an inclusive environment where all staff are welcomed, valued, and respected.**

Working at Bliss also means you'll leave work every day knowing that you **make a difference**. We take opportunities to share each other's successes, and we are totally focussed on understanding the needs of our beneficiaries and seeking to address them. We share our findings regularly with each other, so that we all feel **connected to the cause** and see the **direct impact** we are having.

Working for a relatively small charity, you will get a real chance to **shape the agenda** and be able to take **ownership** of a project or task. We can also provide lots of opportunity to work with different teams and on project and working groups, so **you'll never be bored!**

We understand that we all have different priorities at home and we aim to offer a mix of financial and non-financial **benefits**. Our 'better than statutory' benefits include:

- 34 days paid holiday (pro rata for part-time employees) including bank holidays which can be taken whenever desired [26 days of holiday plus 8 days of bank holiday]
- Additional one-off week holiday granted as a 5 years' service award
- Generous contributory pension scheme
- Interest-free, tax-efficient season ticket and cycle loans
- Enhanced company sick pay
- Enhanced family leave pay (after minimum service)
- Neonatal leave and pay
- Paid time off for volunteering
- Paid Emergency and Dependents leave.

We have a **relaxed** work-life and dress code, offer free access to an **employee assistance programme** and ensure a genuine focus on ongoing **learning and development** for all staff, with dedicated L&D time and paid leave for personal L&D activities. Our staff are friendly and kind, and enjoy **social activities** together in and outside of working hours.

We are proud to be a [London Living Wage employer](#), and have signed up to the [Show the Salary](#) pledge.

Accessibility Statement

Bliss is committed to recruiting employees who reflect the diverse community we serve.

We know that in order to recruit the most talented people, we need to access a wide pool of talent, and this means being as inclusive as possible in how we recruit, support and retain our staff.

Bliss recognises the positive value of diversity, promotes equity and challenges discrimination. We welcome and encourage job applications from people of all backgrounds, including applications from Black, Asian and Ethnic Minority communities, people who identify as having a disability, and LGB+, Trans and non-binary candidates.

Don't meet every single requirement? Studies have shown that women and people of colour are less likely to apply to jobs unless they meet every single qualification. At Bliss we are dedicated to building a diverse, inclusive and authentic workplace, so if you're excited about this role, but your past experience

doesn't align perfectly with every aspect of the job description, we encourage you to apply to tell us what you can offer our organisation. You could be just the right candidate for this or other roles.

Some examples of our accessibility provisions for the recruitment process include:

- Step free access to the building, all key meeting rooms and bathrooms, and an accessible workstation
- Application pack in large / easy read format
- Additional time for interview tasks
- Private space for additional needs (e.g. prayer / breastmilk expression)
- Pre-interview meeting to talk through the role and person specification.

If you need any adjustments to enable you to access this job information, or the application process, please let us know.