

POSITION DESCRIPTION

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| Position title | Corporate Partnerships Manager – Business Development | | |
| Hours | Full time | Contract terms | Permanent |
| Location | Brisbane | Department | Fundraising |
| Reporting to | National Business Development Manager | Number of Direct Reports | 0 |

Primary Purpose

The Corporate Partnerships Manager – Business Development is a talented and highly motivated professional responsible for securing long term sustainable corporate partnerships for Redkite. The role is responsible for developing the new business pipeline, creating unique and mutually beneficial propositions for prospective partners, and securing new partnerships in the Queensland market. The role requires a considered approach with ability to deliver on fundraising targets.

The Corporate Partnerships Manager – Business Development reports to the National Business Development Manager. This permanent, full-time position is based in Brisbane.

New business generation, pipeline development and execution

- Support the development and execution of the new business corporate strategy and pipeline
- Identify leads from existing and new contacts in the Queensland market
- Utilise moves management methodology to ensure progress of pipeline
- Conduct systematic industry research to identify alignment opportunities, prepare research briefs, establish new business meetings
- Support the creation and execution of lead generation opportunities
- Facilitate introductions via Redkite networks
- Develop and deliver pitch presentations and proposals

Targets, goals and reporting

- Secure and increase sustainable revenue aligned with yearly KPI income targets
- Preparing regular and timely financial and non-financial tracking and reporting

- Use best practice approach in utilising database management of leads and new business pipeline
- Ensure all records are accurate and comprehensive and provide all data required for robust reports.
- Undertake all training required to understand and accurately use Redkite's CRM database, Salesforce.
- Continual evaluation of new business strategy growth development plans

Stakeholder management & collaboration

- Manage Regional Council in Queensland and attend all Council meetings during and outside of working hours.
- Build relationships with Regional Council members to ensure they are engaged and appropriately and strategically incorporated into acquiring or enhancing partnerships.
- Manage and grow relationships with local corporate supporters with a view to driving income and awareness for Redkite.
- Collaborate with Partnership Managers across the country to identify and deliver joint proposals and pitches to prospective partners
- Work with Corporate Partnerships Coordinators to support and guide business development activity
- Assist the team in identifying new business opportunities within the existing corporate portfolio

Working with fundraising team

Inspire:

- best-practice new business fundraising and approach.
- a strong fundraising discipline.
- commitment to delivering outstanding results.
- Promote a culture of accountability, KPIs and targets.
- Identify opportunities to improve processes, efficiency, and compliance.
- Represent Redkite at various events and activities as a Redkite speaker and brand ambassador as required, on occasion out of hours or on the weekend.
- Exemplify Redkite's values and lead by example.
- Be a proactive and collaborative member of the Fundraising team.

Skills & Competencies

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| Essential | <ul style="list-style-type: none"> • 2-3 years demonstrated experience of new business development and achieving revenue targets in either corporate or philanthropic fundraising. • Experience working in fundraising, new business development and/or corporate partnerships • Experience with the execution of a new business strategy and moves management against a sales pipeline • Proven sales and negotiating skills • Proven track record in preparing and pitching proposals to senior executives to secure corporate partnerships • Superior writing, editing and proofreading skills for proposals and stewardship reports • Demonstrated success working with a diverse range of internal and external stakeholders • Demonstrated ability to manage multiple projects, maintaining a high-level of detail and accuracy • Ability to think creatively to develop unique and mutually beneficial partnership proposals • Strong relationship building skills and excellent interpersonal skills with an authentic warm and professional approach. • Excellent organisational and time management skills. • Ability to represent Redkite at external events, including occasional travel, evening and weekend commitments • Using databases to support day to day activities • Advanced user of Microsoft Word, Excel and PowerPoint. • Current full driver’s license • Willingness to work and travel interstate outside of business hours |
| Desirable | <ul style="list-style-type: none"> • Experience working with Board of Directors and managing relationships at C-suite level. • Experience using a fundraising (CRM) database to support fundraising activity and analysis. |
| Qualifications & Education <i>(Desirable)</i> | <p>Tertiary level fundraising, communications, business management qualifications or similar.</p> |