**JOB DESCRIPTION
CORPORATE ENGAGEMENT & PARTNERSHIPS MANAGER**

## The Organisation:

**About Us:** Peter McVerry Trust, is a national housing and homeless charity. Founded in Dublin in 1983 by Fr Peter McVerry the charity is now the largest provider of homeless support services in Ireland and works across 28 local authority areas.

**Vision**: *“An Ireland that supports all those on the margins and upholds their rights to full inclusion in society.”*

**Mission**: Peter McVerry Trust is committed to reducing homelessness and the harm caused by drug misuse and social disadvantage through the principle of a Housing First model. Peter McVerry Trust provides low-threshold entry services, primarily to younger persons with complex needs, which offer pathways out of homelessness within a framework of equal opportunities, dignity and respect.

## The Role:

Peter McVerry Trust’s fundraising team play a key role in allowing the charity to provide flexible, solution focused responses to the needs of people accessing our services. The Department is overseen by a Director of Fundraising who works in close collaboration with our CEO on the strategic objectives of the charity and planning to meet our long-term funding needs.

The Corporate Engagement & Partnerships Manager will play a key role in the roll out of Peter McVerry Trust’s Fundraising Strategy for the period of 2021 – 2025. The successful candidate will work closely with the Director of Fundraising and Heads of Fundraising and other senior team members to support delivery of the strategy and operational plan, working to maximise income from corporate donors, sponsors and partners. This will involve developing existing and new relationships with high-level donors, developing relevant key performance indicators (KPIs) to help track and manage progress during the implementation of the strategy and operational plan and review the KPIs and appeal/work plans regularly with the Head of Fundraising.

## Key Responsibilities:

* Meeting agreed income targets and quarterly KPIs
* Identifying network and market opportunities; including suitable high-value and long term partnerships, as well as funding and grant initiatives
* Managing existing corporate partnerships, building positive relationships with donors, maximising potential income and reaching monthly targets while recruiting new prospects
* Developing corporate engagement opportunities, including corporate support packages, employee volunteering and other engagement activities
* Leading on sales and new business development programmes, identifying well researched prospects with a view to securing long-term and short-term corporate partnerships
* Preparing high quality grant applications and proposals to secure support and delivering presentations and status reports as necessary for donors, ensuring excellent stewardship
* Working closely with colleagues on key events and appeals to ensure optimum success, and to optimise the opportunities for corporate involvement in events and initiatives
* Carrying out appeal/work plans in a timely and effective manner to achieve set targets
* Ensuring activities result in sustainable income generation
* Ensuring that fundraising activities are carried out within agreed expenditure budgets

## Key Requirements:

**Qualifications/ Experience**

* 3+ years’ proven track record in a team lead or management position within a relevant role. Experience within a charity or not-for-profit organisation is desirable but not essential for the role.
* A third level qualification in business, marketing, sales or a related discipline is preferred.

**Skills / Knowledge**

* Strong commercial acumen and a proven ability to consistently deliver on financial targets and meet agreed KPIs.
* Excellent relationship management skills with proven experience in account management and/or donor management.
* Proven experience in developing new business and strong sales pipelines.
* A good working knowledge of the not for profit/charity sector and of Corporate Social Responsibility (CSR) objectives.
* A track record in identifying and engaging corporate prospects.
* An innovative thinker with strong business and commercial acumen.
* Excellent presentation and public speaking skills; as well as strong written and verbal communication skills.
* Proven ability to meet deadlines and demonstrate good organisational skills.
* Proven ability to work well in a team, as well as collaboratively across an organisation.
* A full clean, driving license and own car.
* Willingness to attend fundraising events outside of normal working hours – evenings, weekends, and bank holidays.
* Commitment to the mission and objectives of Peter McVerry Trust.
* A creative and solution-driven attitude to work and to ensure positive interactions with management, staff and participants of Peter McVerry Trust.

This job description is not exhaustive and is subject to changes as is required within the fundraising team, and subject to any other duties consistent with the position as may be assigned by the Head of Fundraising and the Director of Fundraising