



TITLE/POSITION: Director Corporate Partnerships

DEPARTMENT: Partnerships and Development

DATE: January 2020

Junior Achievement of Central Carolinas offers hands-on programs that help youth unleash their own boundless potential to identify, navigate and achieve a fulfilled future. Help us inspire generations of young people to be financially literate, self-sufficient, own their economic success and believe in the power of their own potential. Junior Achievement of Central Carolinas (JACC) is seeking a collaborative, mission driven and passionate individual to cultivate and develop new and transformative JACC partnerships with businesses and individuals that engage with JACC to deliver our programs in schools and in our new building.

POSITION DESCRIPTION:

The Director Corporate Partnerships will be charged with leading the implementation of comprehensive strategies for sustaining, increasing and expanding all lines of revenue. The Director Strategic Partnerships will lead the development team, working with all teams (program, development, finance) to ensure a cross functional, full-cycle fundraising structure that meets the organization's strategic direction and growth goals.

We are looking for an entrepreneurial and strategic connector for this role to develop and secure new strategic partnerships, as well as steward and retain those currently in our portfolio. The ideal candidate will have experience in partnership development and thrive on building and sustaining high-quality partner relationships. This role will play a critical role in fueling our organization's ability to impact the lives of thousands of students each year.

Role Expectations:

- Provide leadership, strategy, and support to all lines of revenue department (grants, events, corporate, individual) by developing fundraising alliances, maximizing current opportunities, and developing new and sustainable income sources for annual operations.
- Provide strategic leadership and support for the preparation of the department's annual fundraising plan (development, marketing, stewardship) in tandem with President and department staff to ensure revenue growth with the organization's existing and new prospective partnerships.
- Identify projected income goals, strategies for expanded partner relationships, conduct performance analysis, priority setting and timelines for all deliverables to include all forms of outreach (events, grants, appeals, campaigns, print/electronic marketing, etc.).
- Responsible for the execution of the strategic annual fundraising plan to include growth strategies and new revenue streams, monitoring monthly progress to meeting fundraising goals and modifying plans accordingly; oversee reconciliation of financial reports pulled from BCRM for grants, foundations, and individual and on-line giving; work in tandem with department team to monitor department workflow and fundraising activities.

- Responsible for the development and growth of the following:
 - Growth of corporate partnerships into actionable revenue-generating programs for JA
 - Support, oversight and reporting to management for all grants, foundations and individuals
 - Providing assistance for securing sponsorships for all fundraising/program events and other opportunities
- Coordinate research efforts to identify, qualify and **grow** corporate partnerships for all lines of revenue (scholarship, events, grants, investment) and potential board members and Board of Advisor members in support of fundraising and board growth.
- Work with a cross functional team (staff & board) to develop and implement stewardship strategies that strengthen long-term relationships and provide both gateway and stewarding opportunities for all partners (community, volunteers corporate & individual).
- Work in tandem with team to maximize, plan, manage, and execute meetings, events and correspondence that generate revenue for the agency, advance partner involvement, cultivation and stewardship for corporate & individual investments (open house, annual meeting, ribbon cuttings, annual report, marketing strategies, communications plan, website, social media); work with constituents and team to schedule visits, set agenda, and ensure that appropriate staff and students are properly prepared; manage and attend fundraising, stewardship and cultivation events.
- Responsible for creating development documents to include; letters of invitation, PowerPoint presentations, board packets, program summaries, reports, proposals, and other collateral as needed.
- Ensure proper donor acknowledgement process, ensuring timely acknowledgements of all gifts received and reconciliation and reporting from BCRM (Blackbaud CRM program).
- Manage fundraising team and work in close collaboration with other associates to ensure all goals and targets are met. Responsible for tracking and reporting progress in the department to the CEO.

What We Are Looking For

- Excellent writing and communication skills and ability to develop short and long term plans to support revenue generation.
- Track record in successful project management and ability to multi task
- Management/supervisory experience of both staff and volunteers with an ability to grow and recruit development talent and monitor for results.
- Strong understanding of and hands-on experience with partner database a must, preferably with Raisers Edge
- Must be able to set priorities and move multiple projects in a fast-paced, deadline-driven environment; identify and communicate potential needs or problems; and be flexible when priorities are unexpectedly shifted
- Must be detailed oriented and able to manage multiple tasks in a fast-paced environment
- Tact, diplomacy, professionalism, sense of humor, and ability to work as part of a diverse team
- Excellent communication skills and a keen ability to foster, build, and maintain relationships on all levels, with specific experience on “moves management” and an understanding of how to deepen and grow existing partnerships and create new ones.

- A proven ability to drive results and meet specific, measurable goals
- Maintains a high level of integrity and consistent ethical judgement

QUALIFICATIONS:

- Bachelor's degree required, Master's degree in business, (CFRE preferred)
- 5 years of more development experience with a history of securing six-figure investments from corporate partners or individuals
- Evidence of project management experience and/or successful completion of events that have generated revenue from sponsorships
- Experience writing and managing a large portfolio of partnerships
- Experience supporting individual giving programs, including cultivation and annual campaign experience
- Deep skill set in high level consultative "selling" with a track record of success specifically in corporate partnership preferably in the non profit sector
- Proficiency with Microsoft Office Application and Blackbaud donor software

SCHEDULE AND COMPENSATION:

This is a salaried position with a compensation package that includes generous paid time off, medical benefits fully paid for the employee and additional workplace benefits. Regular work hours are 8:00am-4:30pm (minimum 37.5-hour work week), however fulfilling responsibilities and meeting goals may require additional hours. This position works from the administrative offices at the Towne Bank Opportunity HQ. Occasional special event support will be required on some weeknights.

Physical Requirements:

The physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to: sit, walk, occasionally required to reach with hands and arms, continually required to talk or hear, occasionally required to bend, lift, or climb, frequently required to lift and carry light weights (25-50 pounds), and specific vision abilities include: close vision, distance vision, and ability to adjust or focus