



Cavell
nurses' trust

The logo for Cavell nurses' trust features a stylized flower icon above the word "Cavell" in a large, white, sans-serif font. Below "Cavell" is the text "nurses' trust" in a smaller, white, lowercase, sans-serif font.

Job Description
Partnership Manager

The sign is white and tilted. It features the text "Job Description" in a large, bold, purple font, and "Partnership Manager" in a smaller, teal font below it. Two thick, pink diagonal lines frame the text.

About the role

Job Title: Partnerships Manager
Reports to: Operations Director working closely with the Chief Executive
Location: Grosvenor House Prospect Hill Redditch Worcestershire B97 4DL

Purpose:

- Find and help organisations join the 'Working with' membership programme, working closely with the Chief Executive and colleagues to support the wider success of the programme.
- Developing sponsorship opportunities for the Cavell Star Awards and support their success.

Responsibilities (1/3)

‘Working with’ and Cavell Awards:

- Through a variety of methods and networks, find the right organisations to join the ‘Working with’ membership programme
- Work alongside those organisations through the process of joining, managing expectations and delighting people as we go
- Work closely with the Supporter Engagement Officer to build loyalty
- Work with a wider group to develop the long term value of membership

Responsibilities (2/3)

‘Working with’ and Cavell Awards continued:

- Devise sponsorship opportunities for the Cavell Star Awards and work with the Communications Manager to effectively communicate these to potential sponsors
- Through a variety of methods and networks, find the right organisations to sponsor the Cavell Star Awards
- Work closely with the Communications Manager to build loyalty
- Liaise effectively with the rest of the team to ensure an understanding of what messages the charity is communicating at any given time
- Develop an exceptional working relationship with the Chief Executive to ensure the success of ‘Working with’ and the Cavell Star Awards
- Liaise with the Fundraising Manager to ensure handover of potential fundraising opportunities and corporate partnerships

Responsibilities (3/3)

Other:

- Through your words and actions promote Cavell Nurses' Trust's values of Care, Compassion, Courage, Excellence, Respect, and Teamwork
- Support engagement with fundraising campaigns
- Contribute to the overall strategic aims of Cavell Nurses' Trust

The list of responsibilities is not exclusive of other responsibilities that properly fall within the remit of this role and may be subject to amendment from time to time by mutual agreement.

About you (1/2)

	Essential	Desirable
Qualifications	A degree level qualification or qualified by experience.	A relevant professional qualification or a desire to achieve one.
	Valid driving license.	
Skills & experience	At least 3 years working in a role facing customers/businesses/supporters or organisations in a new business, sales or partnership role.	Experience of the third sector, membership programmes or awards programmes is desirable but not essential
	Excellent knowledge and experience of written and visual communication.	Experience of the health care sector is desirable but not essential
	Excellent knowledge and experience of digital communications.	
	Demonstrable experience of growing membership or sponsorship or other corporate or B2B income	

About you (2/2)

	Essential	Desirable
Skills & experience continued	Demonstrable experience of developing meaningful partnerships which deliver value	
	Creativity in approaches to communications	
	Excellent interpersonal skills including pitching and networking with people from all parts of an organisation	
Personal attributes	Great communicator	
	Great listening skills	
	Great emotional intelligence	
	Willing and able to represent organisation at external events	
	Desire to develop knowledge and skills	
	Flexible approach to support organisation's strategic aims	

How to apply

Being part of the team at Cavell Nurses' Trust you will have the chance to transform the lives of nurses in hardship each day.

The salary is £28-35K PA. The contract is for 35 hours a week, with occasional and planned evening work. You will need a valid UK driving license, access to a car and to be insured for business travel. The package includes flexible working, a fantastic team, training and development budgets and a 5% employer contribution pension, with a further 3% match available.

- Successful candidates will be invited to interview by 2nd April 2019.
- Interviews will then be held at our offices in the West Midlands on 5th and 8th April.

To apply, please send your CV and a covering letter to admin@cavellnursestrust.org by 9am on Monday 1st April 2019.

Your CV and covering letter should demonstrate how you meet the requirements of the role.

Thank you.
