



Role	Corporate Partnerships Manager
Reporting to	Director of Development
Background and Context	<p>The Mater Hospital Foundation exists to give every patient, and every family that loves them, the very best care at the Mater Misericordiae University Hospital (MMUH). As a registered charity and the official fundraising body of the Mater Hospital, we raise vital funds to support the work of the hospital.</p> <p>Through the commitment of our supporters, we continue to invest in the future of the hospital by funding advanced state-of-the-art medical equipment, new services and hospital redevelopment, research and innovation initiatives, and by providing patient, family and staff support when it is most needed.</p>
Role Purpose/ Summary	<p>Securing long-term corporate partnerships to advance our vision and mission is one of Foundation’s key strategic priorities.</p> <p>As a senior member of the fundraising team, the Corporate Partnerships Manager will be responsible for devising and implementing a successful corporate fundraising programme with ambitious annual targets. This will include managing relationships with existing corporate partners, cultivating new leads and partnership opportunities through innovative offerings and managing traditional and digital corporate campaigns.</p> <p>The Corporate Partnerships Manager is also responsible for grant writing and growing income from Trusts and Foundations.</p>
Principal Duties and Responsibilities	<p><b>Role Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Build, maintain and improve relationships with corporate partners through excellent relationship management.</li> <li>• Identify potential new partnership opportunities through prospect research, and networking.</li> <li>• Write and oversee the drafting of engaging and persuasive proposals and impact reports.</li> </ul>

- Ensure all fundraising streams – direct mail, in-person events and digital and traditional fundraising campaigns are adapted and tailored to meet the interests of corporate audiences.
- Work closely with the Foundation’s Grants Officer to identify funding projects that align with corporate prospects interests.
- Work closely with the wider fundraising team, leadership team and other internal teams to maximise income from corporate supporters.
- Effectively manage budgets, financial resources, and ROI to ensure targets are met.
- Feed into budget forecasting and operational planning and reviews.
- Track, analyse and report on corporate fundraising results.
- Provide regular updates and income reports to the Director of Development.
- Ensure all corporate records are accurate and updated on the CRM (Raisers Edge).

#### **Trusts & Foundations**

- Grow income from charitable Trusts and Foundations and grant making bodies.
- Research funding opportunities and draft well written, creative and compelling funding applications.
- Devise compelling case for support documents and funding propositions.
- Manage Trusts and Foundations calendar to ensure all opportunities are maximised.

#### Qualifications and Experience

#### **Skills & Experience**

- A recognised third level qualification in Business/Marketing and or Project Management is essential.
- 3-5 years’ experience in a similar field - business development/corporate partnerships or sales.
- Solid understanding of ESG and how it fits into the changing corporate landscape.
- IT proficiency in Excel, Word and digital platforms.
- Clear understanding of the charity sector in Ireland and the codes of best practice in fundraising and governance.
- Proven experience of Raisers Edge or similar CRM.

**Essential Criteria:**

- Excellent project management skills with the ability to work to targets and deadlines and manage multiple priorities.
- Strategic planning and implementation experience.
- Stewardship experience (or customer relationship management) and supporter care.

**Person Specification**

- A strategic thinker brimming with innovative and creative ways to win new business.
- A strong communicator with the ability to hold the attention of both internal and external stakeholders at all levels.
- Highly creative and motivated with expert negotiation skills.
- A confident networker who enjoys connecting and building meaningful relationships with others.
- Innovative, enthusiastic and flexible.
- Ability to manage multiple projects simultaneously and possess the skills to work effectively within cross-functional teams in a collaborative environment.
- Outstanding organisational skills, project management and time management skills.

**Salary: Commensurate with experience**

- Full-time - 35 hours per week
- Hybrid Working Policy (remote working as agreed with line manager)
- 25 days annual leave & 4 gifted days (2 at Christmas, 1 for Good Friday and 1 Wellness Day)
- Pension entitlement – after successful completion of 6-month probation period
- Access to Employee Assistance Programme
- Bike to work scheme
- Training and Development opportunities



#### **T&C's**

Closing date for applications is Monday 30<sup>th</sup> September.

Please send a cover letter outlining your suitability and an up-to-date CV to [rduffy@materfoundation.ie](mailto:rduffy@materfoundation.ie)

Only those selected for interview will be contacted.