



HEAD OF CORPORATE PARTNERSHIPS

APPLICANT INFORMATION PACK





WELCOME FROM EMMA REVIE, CHIEF EXECUTIVE

The work of our foodbank network is inspiring but we face significant challenges ahead. Between 1st April 2018 and 31st March 2019, The Trussell Trust's Foodbank Network distributed 1.6 million three-day emergency food supplies to people in crisis, a 19% increase on the previous year. More than half a million of these went to children.

I want to see the end of the need for emergency food services in our country, to work with Government to ensure that our benefits system provides a genuine safety net for people and work is paid a fair wage, allowing individuals and families to thrive rather than just stave off crisis.

Although the recent Budget marked a positive step forward, there is still much more to be done and we will continue to work through the foodbank network to bring further change.

Working for The Trussell Trust means making a difference in people's lives. To continue our vital work, we rely on a team of dedicated people. Come and join one of the fastest growing charities in the UK!

A handwritten signature in black ink, appearing to read 'Emma Revie'.

Emma Revie
Chief Executive



WHAT WE DO

Our aim is to end hunger and poverty in the UK. We support a nationwide network of 1,200 food bank centres across the UK.

Together, we provide emergency food and support to people locked in poverty, and campaign for change to end the need for food banks in the UK for good.

In the UK, more than 14 million* people are living in poverty - including 4.5 million children. As a nation, we expect no one should be left hungry or destitute, and we owe it to each other to make sure the right support is in place when we need it most.

It's simply not right that we live in a society where so many people are locked in poverty.

Together, we can end hunger and poverty in the UK.

*14.2 million people in the UK population are in poverty.
The Social Metrics Commission, 2018

OUR VALUES

The Trussell Trust is committed to community built on diversity, tolerance, cooperation, and mutual respect. We want to contribute to society and demonstrate social responsibility.

Our values are important to us, and we practice them in all areas of our work - from the way our food bank centres support people in crisis, to how we interact with our own staff.

We are **passionate** about what we do and the difference it makes. We are **compassionate**, giving selflessly and putting others first. We hold ourselves **accountable**, taking responsibility for our actions and decisions, and their consequences.

We are **innovative**, with the ambition to pursue new, creative ideas. We **empower** and encourage staff, volunteers, and clients to achieve their best in a safe environment.



HOW WE WORK

Our head office is based in Salisbury in Wiltshire, with satellite offices in London and Coventry.

We also have team members based across the UK supporting food banks at a local level.

Our support for the food banks in our network is delivered through six directorates, all of which report into our Chief Executive. These are:

- Operations
- Finance & Corporate Services
- Policy, External Affairs & Research
- Strategy & Impact
- People & Culture
- Fundraising

Whatever your skills or experience, there could be a role for you at the Trussell Trust.

OUR BENEFITS

Our people are the most important thing the Trussell Trust has. Without our staff, we couldn't achieve our goals and create change.

Our staff are passionate about their work and the difference they make to the lives of others. The benefits package we offer supports our staff professionally and personally.

Benefits include **matched pension contributions** of up to 8%, **group income protection**, **payroll giving**, **flexible working**, **season ticket loans**, and **enhanced contractual leave**.

To find out more about the full range of benefits we offer, visit www.trusselltrust.org/about/jobs/employee-benefits.



THE ROLE

Directorate: Fundraising

Responsible to: Director of Fundraising

Responsible for: 4 x Corporate Partnerships Manager

Hours: Full-time (37.5 hours per week) with occasional evenings/early mornings as role requires

Salary: £43,000 - £48,000 per annum plus benefits

Budget: Expenditure £440k and income £2.8m + £4m direct grants (2019/20) across Corporate Partnerships, plus gifts-in-kind (food, other goods & services)

Based: Salisbury or London (with travel)



ROLE OUTLINE

This is a key position within a dynamic fundraising directorate that is driving unprecedented organisational growth and continuous improvement. The role leads a high performing team, developing and implementing strategies to maximise income generation supporting The Trussell Trust to stop UK hunger. Responsible for strategic development of long-term plans to promote sustainability, through proactively managing and diversifying income streams.

RESPONSIBILITIES

- Work collaboratively with the Director of Fundraising and Head of Public Fundraising to contribute to the development of The Trussell Trust's overarching Fundraising Strategy
- Deliver the Corporate Partnerships strategy, meeting agreed income targets based on long term financial forecasts
- Work with the Director of Fundraising to develop compelling cases to maximise corporate support and engagement
- Develop, nurture and manage relationships with existing and new partners in order to maximise fundraising potential and supporter retention
- Lead the development of fruitful relationships with corporate partners, innovative supporter recognition tactics and stewardship
- Use market knowledge and insight to lead your team in building a prospect pipeline
- Increase the levels of unrestricted and sustainable income from corporate sources
- Provide oversight, development and management to The Trussell Trust's corporate fundraising functions
- Ensure compliance with the Institute of Fundraising Codes of Practice and Charity Commission regulatory requirements



THE ROLE

RESPONSIBILITIES (CONTINUED)

- Provide leadership, direction and support across the Corporate Partnerships team, fostering a high performing culture and encouraging an environment of proactive personal development
- Develop a culture of innovation, resourcefulness and best practice to make the best use of time and skills in the team
- Promote collaborative working across the team and with other teams across The Trussell Trust
- Any other reasonable duties as specified by the line manager to support the work of the Trust

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PERSON SPECIFICATION

Requirement	Measures of success
<p>Strategic fundraising experience, with the ability to think ahead, set clear direction and formulate realistic strategic fundraising objectives</p> <p>Extensive experience of managing income generation through Corporate Partnerships</p> <p>Fundraising qualified</p>	<p>Length of service in similar role and/or at senior fundraising level (min 5 yrs)</p> <p>Evidence of targets met</p> <p>Demonstrates emotional intelligence required in the role</p> <p>Certificate in Fundraising or similar</p>
<p>Experience in developing and monitoring the implementation of income growth strategies, budgets and operational plans</p>	<p>With particular focus on corporate partnerships, able to show evidence of developing income growth sustainably for long term value</p> <p>Ability to demonstrate how unrestricted income generation has been increased</p>
<p>Able to manage complex professional relationships</p>	<p>Demonstrates aptitude and experience in cultivating and maintaining professional relationships with corporate partners and colleagues</p>
<p>Ability to interpret data to inform decision making</p>	<p>Evidence of use of data to inform strategic planning at project and budget-wide level</p>
<p>Experience of developing a funding plan</p>	<p>Evidence of developing strategic funding plans for restricted giving</p>
<p>Ability to lead development and delivery of funder communications plans</p>	<p>Evidence of developing and delivering effective communications/marketing plans to support corporate partnerships</p>
<p>Embraces and embodies innovation, stays on top of trends in the sector</p>	<p>Shows a good understanding and enthusiasm for emerging trends and shows experience of past projects where emerging trends have been harnessed for results</p>
<p>A strong sense of responsibility; meticulous in timely compliance with regulations and requirements</p>	<p>Demonstrate a good understanding of the principles underlying the fundraising code of practice, Charity Commission regulations, GDPR, other applicable legislation and best practice; able to identify situations where any risk of non-compliance/adherence may arise</p>
<p>An effective communicator, verbally and in writing. Diplomatic and with the interpersonal skills needed in the role</p>	<p>Good interpersonal skills, communicative and approachable, written communication is succinct and convincing</p>
<p>Numerate, comfortable with data and the ability to handle significant budgets</p>	<p>Successfully interpret project budgets and present information in accurate and accessible ways</p>
<p>Knowledge and skills required for research into prospects, donors and their networks</p>	<p>Evidence of knowledge of, and ability to use, a range of research tools, methods, networks and other resources</p>
<p>Good working knowledge of a CRM system</p>	<p>Experience of using Salesforce or similar CRM system for fundraising</p>
<p>An experienced and confident line manager committed to staff development</p>	<p>Experience in previous roles, expresses confidently ability and skills required to manage multi-disciplinary team</p>



PERSON SPECIFICATION

Requirement	Measures of success
<p>Ability to manage multiple projects, identifying conflicting demands and establishing clear priorities in order to meet agreed objectives.</p> <p>Excellent decision-making ability</p>	<p>Has a clear idea of priorities and manages own and team's time appropriately</p> <p>Delivers key outputs and responds to requests in a timely fashion</p>
<p>Is able to work through challenges in positive and effective ways</p> <p>Clear understanding of the need to maintain confidentiality</p> <p>Passionate about the work of the Trussell Trust and is sympathetic to its values and ethos</p>	<p>Demonstrates resilience, resourcefulness, flexibility and perseverance</p> <p>Demonstrates personal integrity and commitment to the values of the Trust</p> <p>Demonstrates empathy for people from disadvantaged, marginalised or socially-excluded backgrounds</p> <p>Able to represent the Trust and its values effectively</p>
<p>Commitment to occasional need to work outside of normal working hours and travel throughout the UK</p>	<p>Willing to be available for work related travel</p>



HOW TO APPLY

If you feel you have the required passion, energy and enthusiasm to help us bring an end to poverty and hunger, then you're on your way to becoming part of something that will make a real difference to people's lives.

To apply for the role please go to www.trusselltrust.org/jobs and click on 'Apply for this job' by the role details. This will take you through to our online Applicant Tracking System (ATS). You need to complete the ATS process in one go so it may help you to prepare the following before you start:

- Current employer
- Position in organisation
- Length of notice
- Give a brief outline of the responsibilities associated with your current role (no more than 150 words)
- Explain your interest in the position and give details of any relevant experience you have (no more than 150 words)
- Then separately upload your CV and a letter outlining why you are just who we are looking for.

If you have questions about this position please call 01722 580 209 or email people@trusselltrust.org.

www.trusselltrust.org/jobs

