

Job Description



Position Title	Corporate Partnerships Lead	Level	B
Reports to (role)	Corporate Partnerships Manager	Career Stream	Professional
Team	Development		
Location	The Kids Research Institute Australia, Perth Children's Hospital, 15 Hospital Ave, Nedlands		

PURPOSE OF POSITION

The Corporate Partnerships Lead is responsible for developing and stewarding relationships with corporate organisations who share a vision with The Kids Research Institute Australia in support of child health and medical research. With support of the Corporate Partnerships Manager, this role will play a key part in managing current and attracting new mid-level corporate partnerships by comprehending, communicating and promoting the value of a range of research areas to prospective and existing partners to grow income and in-kind contributions.

KEY RESPONSIBILITIES

Key Responsibilities	Tasks required to achieve Key Responsibilities	Measures
Corporate Partnerships & Stakeholder Management	<ul style="list-style-type: none"> Manage the stewardship and growth of existing mid-level corporate partnerships. Plan, develop and implement strategic growth plans to attract new mid-level corporate partnerships, effectively expanding the Development Team stakeholder portfolio through high-level communications. Manage and develop new and existing initiatives to grow untied corporate funding. Implement and lead new funding and engagement initiatives with new and existing corporate partners to drive new incomes and brand awareness. Work with the Corporate Partnerships Manager to identify, engage and steward corporate partnership prospects and donors using specific metrics to track all activity and provide reports on outcomes. Work closely with the wider communications team and volunteer committees and leverage existing networks to identify prospective partners. 	<ul style="list-style-type: none"> 90% renewal rate and year-on year growth in existing partners. Introduction of new prospects to The Kids. Increase in untied funding stream. Effective development and maintenance of internal and external key relationships. Accurate and timely reports. Formal and informal feedback from internal and external stakeholders.

	<ul style="list-style-type: none"> Partner with the Philanthropy Lead to drive growth in overlapping portfolios such as private business owners, wealth management firms, young philanthropists network and planned giving. 	
Development & Team Membership	<ul style="list-style-type: none"> Maintain effective, transparent and timely communication with all members of the team to ensure advice provided and decisions made are well informed. Be a role model for effective and positive teamwork which is ethical, results driven and future oriented. Effectively participate in change management processes, encouraging innovation, diversity and continuous improvement. Provide additional support and perform other duties consistent with the position where required and/or requested. 	<ul style="list-style-type: none"> Be well informed of the Institute's culture, strategic directions, goals, research impact, research teams and stakeholder service ethos. Formal and informal feedback from internal stakeholders. Acknowledged as working collaboratively and effectively.
Workplace Safety	<ul style="list-style-type: none"> Take reasonable care for your own safety and health and avoid harming the safety and health of others through any act or omission at work. Identify and assess workplace hazards and apply hazard controls. Report every workplace injury, illness or near miss, no matter how insignificant they seem. Abide by The Kids Research Institute Australia policies and procedures. 	<ul style="list-style-type: none"> Responsibilities are embedded in work practices. Hazards are effectively managed or reported. Accidents and incidents are reported in a timely manner. All applicable safety policies and procedures are sought, understood and implemented.

ESSENTIAL CRITERIA

Qualifications:	Tertiary qualification in fundraising, communications or project management and/or equivalent demonstrated experience in a related field.
Essential Skills, Knowledge & Experience:	<ul style="list-style-type: none"> Three to five years' experience in business development, fundraising, stakeholder engagement or comparable experience with a track record of concluding substantial business contracts or gift agreements. An invigorating passion for the work of The Kids Research Institute Australia and the personal drive to shape its future through key relationships. Excellent written and verbal communication and presentation skills with demonstrated experience as a skilled writer who can capture the aspirations of our donors and researchers and formulate engaging proposals. A creative, pragmatic thinker with a keen ambition to assist researchers in developing fundable programs. Proven track record in building and managing relationships with a range of internal and external stakeholders.

	<ul style="list-style-type: none"> • A team-orientated and strong work ethic with a demonstrated ability to self-manage in a high-performance environment. • Demonstrated ability to think strategically and deliver outcomes, including a strong capacity to conceptualise. • Proven ability to develop and execute partnership engagement strategies and fundraising initiatives. • Well-developed influencing and negotiating skills.
Desirable Skills, Knowledge & Experience:	<ul style="list-style-type: none"> • A strong, professional network in wider community.

DIRECT REPORTS	0
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Approved by:	<i>[Signature of the person with the authority to approve the job description and job title]</i>
Date approved:	<i>[Date upon which the job description was approved]</i>
Reviewed by P&C:	<i>[Date when the job description was last reviewed by People & Culture]</i>