



## **Job Description:** Corporate Partnerships Officer

Look Good Feel Better is currently on an impressive growth trajectory, having increased its revenue from £942,000 in 2022 to an anticipated £2,225,000 by 2025, and continued growth in subsequent years. Under the leadership of our new Head of Corporate Partnerships and with the assistance of our knowledgeable and approachable fundraising team, you will play a significant role in advancing our corporate partnership strategy. This involves collaborating with prominent beauty brands and retailers to sustain this upward trend while simultaneously generating essential funds for individuals affected by cancer. We seek a skilled business development professional who is inspired by these ambitious growth objectives and is eager to advance their career in corporate fundraising.

**Reporting to:** Head of Corporate Partnerships

**Hours of Work:** Core business hours – 09.00am–5.30pm Monday – Friday. Working outside core hours may be required from time to time.

**Location:** For this position we offer a hybrid model of working. We come together at our office based in Epsom, Surrey on a regular basis. You will also be required to regularly travel to partner locations. Given our head office location and the locations of our corporate partners, we would expect the successful applicant to be located within London / South-East.

## **Main duties and responsibilities:**

### **New business**

1. Collaborating closely with the Head of Corporate Partnerships and the Corporate Partnerships Development Manager, identify and cultivate a new business pipeline aimed at establishing multi-year, high-value partnerships (both from within and outside the beauty industry) with significant long-term potential.
2. Collaborating closely with the Head of Corporate Partnerships and the Corporate Partnerships Development Manager develop and deliver high-level creative pitches and proposals (where necessary).

### **Partnership Management**

1. Manage and develop a portfolio of small-medium corporate partners, ensuring excellent account management and stakeholder engagement.
2. Build relationships with corporate partners through regular communications and progress meetings.
3. Develop and implement creative partnerships plans, working with teams across the organisation as required and gain commitment and agreement with partner contacts.
4. Prepare quarterly impact reports, create inspiring thank you moments and find ways to engage partners with Look Good Feel Better's work so they have the best possible experience.
5. Support and inspire employee fundraisers to maximise the impact of the partnership.
6. Work across the charity to support and create relevant engagement and meaningful stewardship opportunities for corporate partners.

7. Monitor income from corporate partners and assist the Head of Corporate Partnerships in setting budgets, reporting, and reforecasting as required.
8. Support the Corporate Partnerships Team by working alongside them on some of our larger partnerships and campaigns (Bold is Beautiful, National Lipstick Day and Feel Better Month).
9. Maintain up to date partner records and ensure effective contact and account management through our Salesforce CRM database.

### **Preferable Skills:**

#### **Essential**

1. Demonstrated ability to cultivate robust professional relationships with external entities, such as partners, beneficiaries, or supporters.
2. Proven experience in managing projects involving diverse stakeholders.
3. Skilled in delivering effective presentations.
4. Capable of establishing rapport with individuals through a friendly and approachable demeanour.
5. Proficient in crafting engaging, clear, and dynamic communications and presentations.
6. Eager and motivated to learn, explore new opportunities, and enhance skills.
7. Exhibits a flexible, innovative, and solution-oriented mindset when addressing challenges.
8. Adept at prioritising tasks and adhering to deadlines.
9. Highly organised with a keen attention to detail.
10. Competent in working independently as well as collaboratively within a team setting.
11. A full, clean driving license and car owner.

#### **Desirable**

1. Experience in a fundraising team, whether in a paid or volunteer role.
2. Familiarity with stewardship techniques and creative strategies for nurturing donor relationships.
3. Experience in utilising a Salesforce database.

### **Benefits:**

- Competitive salary in line with market.
- 26 days annual Leave (increasing to 28 days with length of service).
- Holiday purchase scheme (up to an additional 5 days per annum).
- Pension scheme with employer contribution up to 3% (after qualifying period).
- Healthcare scheme (after qualifying period).

### **About Look Good Feel Better:**

Look Good Feel Better is a national cancer support charity delivering services in hospitals, cancer care centres, luxury spas and hotels and retail outlets in local communities across the UK. Services include face to face and online group sessions; video tutorials; online guides and information. Our services support people living with cancer, enabling them to face their cancer with confidence, regain their sense of normality, to make friends and most of all to look good and feel better during and beyond cancer treatment. Since our launch in 1994, we have provided support to over 220,000 people. More information can be found on our website – [lgfb.co.uk](http://lgfb.co.uk).