

Corporate Partnerships Manager

About the role

Job title:	Corporate Partnerships Manager
Reports to:	Director of Fundraising & Engagement
Location:	Hybrid, with some time each week spent at Momentum's head office in East Molesey, Surrey
Hours:	32-40 hours
Salary:	£36,000 - £43,000 FTE, pro rata, depending on experience

About us

We support children and families when they need us most, helping to create moments of care, connection and practical support. Income raised from corporate partnerships plays a vital role in making this work possible, and this role will help us to continue supporting more than 500 families with a seriously ill child and 220 bereaved families.

Role overview

This is an exciting opportunity to develop Momentum's corporate partnerships programme at a time of ambition and growth for the charity. Working as part of the corporate partnerships team, you will develop and deliver a focused approach to corporate fundraising, building long-term partnerships that generate sustainable income and create meaningful opportunities for companies and their employees to support our work.

This is a hands-on role combining new business development with the stewardship and growth of existing partnerships. You will identify and secure new opportunities, create compelling and tailored partnership propositions, and build strong relationships with corporate supporters at every stage of their journey with Momentum.

The role will suit a proactive and commercially aware relationship-builder who can think strategically, work independently and turn opportunities into action. You will work closely with colleagues across the charity to develop creative partnerships, deliver agreed activity and help corporate supporters understand the difference their support makes.

Key responsibilities

Strategy and pipeline development

- Develop and deliver a corporate partnerships plan that supports Momentum's fundraising strategy, achieves agreed income targets and builds a strong pipeline of future opportunities.
- Monitor the external corporate fundraising landscape and identify sectors, businesses and networks with the potential to support Momentum.
- Maintain a balance pipeline of short-, medium- and longer-term opportunities, prioritising prospects according to their potential, fit and likelihood of success.
- Use pipeline, income and performance information to inform activity, identify gaps and focus time and resources effectively.

New business

- Identify, research, qualify and prioritise corporate prospects across relevant sectors.
- Use warm introductions, professional networks, local business links, events and targeted outreach to open new conversations and engage decision-makers.
- Lead the full new business process, from initial research and cultivation through to proposals, pitches, negotiation, agreement and onboarding.
- Develop persuasive and tailored partnership proposals that respond to a company's business, people, community and sustainability priorities.
- Create opportunities including strategic partnerships, Charity of the Year relationships, sponsorship, employee fundraising, commercial participation and cause-related marketing.
- Work with senior colleagues, trustees, volunteers and existing supporters to open doors and develop new relationships where appropriate.
- Undertake appropriate due diligence and follow Momentum's policies and approval processes when assessing new partnership opportunities.

Partnership management and stewardship

- Manage, steward and grow a portfolio of corporate partners, providing a high standard of relationship management and support.
- Develop bespoke account plans for key partners, with clear objectives, agreed activity and opportunities to deepen engagement.
- Build relationships across partner organisations rather than relying on a single contact, helping to strengthen long-term support.
- Identify opportunities to increase income, broaden involvement and develop multi-year partnerships.
- Coordinate the delivery of agreed partnership activity, ensuring Momentum and its partners meet agreed commitments, timelines and objectives.
- Work with colleagues to provide timely, accurate and engaging updates on the difference each partner's support makes.
- Review partnership performance regularly and agree appropriate plans for renewal, growth or exit.

Collaboration, communications and representation

- Work closely with colleagues across fundraising, marketing, services and senior management to develop creative, joined-up partnership opportunities.
- Collaborate on employee engagement, fundraising activity, events, campaigns, communications and partner recognition.
- Ensure partnership communications accurately reflect Momentum's work, values and brand.
- Represent Momentum confidently at meetings, pitches, networking events, partner activities, and professional forums.
- Build Momentum's profile with businesses, professional networks and local corporate communities.

Financial, data and performance management

- Monitor corporate partnership income and expenditure and provide accurate forecasts against agreed targets.
- Track and report on activity, pipeline value, conversion, retention and other agreed KPIs.

- Provide clear updates and reports to the Director of Fundraising & Engagement and contribute to wider fundraising planning and reporting.
- Maintain accurate and timely records on Salesforce, including prospect information, activity, contact details, income, agreements and stewardship actions.
- Ensure partnership agreements, approvals and key documentation are recorded and stored consistently.

Person Specification

Essential:

- Experience of working in a charity, membership organisation or other purpose-led environment.
- Proven experience of securing and growing partnerships, sponsorship or other significant relationships within corporate fundraising, business development, account management or a comparable income generation role.
- A track record of achieving financial targets and managing a pipeline from initial prospecting through to agreement.
- Strong relationship-management skills, including the confidence to engage, influence and negotiate with senior decision-makers.
- Experience of developing persuasive and tailored proposals, presentations, pitches and partnership opportunities.
- Commercial awareness and the ability to understand partner priorities and develop opportunities that benefit both the partner and Momentum.
- Experience of managing and developing existing relationships to deepen engagement, increase value and encourage long-term support.
- The ability to turn organisational priorities into a focused corporate partnerships plan and programme of activity.
- Strong planning and organisational skills, with the ability to manage multiple priorities, deadlines and stakeholders.
- Good financial and analytical skills, with the ability to monitor income, manage budgets, forecast performance and report against targets.
- Experience of using a CRM to manage relationships, maintain a pipeline, record activity and support forecasting and reporting.
- Excellent written and verbal communication skills, with the ability to adapt for different audiences.
- The ability to work collaboratively across a team while also taking ownership of opportunities and progressing work independently.
- A proactive, creative and resilient approach, with the ability and confidence to spot opportunities, make asks, follow up on opportunities and maintain momentum through a long cultivation process.

Desirable:

- Experience of developing partnership opportunities, sponsorship packages or strategic corporate relationships.
- Experience of using Salesforce or a similar CRM system to manage pipelines, forecasting and supporter relationships..
- Experience of working with trustees, senior leaders, volunteers, committees or ambassador networks to open doors and develop relationships.
- An understanding of charity communications, PR or brand partnerships.

- Knowledge of the local business landscape across Surrey, Sussex, London or the wider South East.

Benefits and support

- Enhanced annual leave plus long service award.
- Employee Assistance Programme which includes access to wellbeing support as well as family and legal advice.
- Time off in lieu for agreed evening and weekend work.
- Mileage and agreed expenses reimbursed.
- Equipment, induction and ongoing training provided.

About Momentum Children's Charity

We support families across London, Surrey, and Sussex whose children are facing cancer, a life-challenging condition or those facing the heartbreak of the death of their child. We're there whatever the outcome, for as long as needed, so that no family has to cope alone.

The charity was founded in 2004 by our now Founder and Honorary President and has grown enormously over that time. We currently have partnerships with eight hospitals who refer families to us for our support, which ranges from therapies and counselling, to respite holidays and special family experiences.

We're on a mission to help many more families with seriously ill children to know that they are not alone, and we'll need brilliant and talented people to share our ambition and make it happen.

Our values

We strive to create an amazing workplace for all, one where every single employee feels valued, heard, inspired, and supported. As part of this, we have five core values which not only help to set the framework for the work we do supporting families but also paves the way for how we work as a team.

We are personal

We know that every employee's home life is different and that for everyone, a work/life balance is key, which is why we'll work with you to find the hours and days that fit with you. We celebrate individualism, welcome ideas and will support every employee with any training they might need to grow and build confidence in their role.

We are impactful

Our whole team shares a passion to make a difference. We all work closely together, which means every employee can see firsthand the difference we make – week in, week out – making it an inspiring and rewarding place to be. What's more, through collaborative working and a multi-disciplinary approach to mapping out our strategy and looking ahead, we can all play a part in helping drive the charity forward in the way that will be most impactful.

We are adaptable

We're a close-knit, adaptable team with big ambition. Because we're responsive and open, we can quickly learn from what works – and what doesn't – making changes when they're needed to help us grow and reach bold new goals. We're not afraid to try new ideas, no matter where they come from, and we're always up for thinking differently. So, whether

you've got a brilliant idea for a new service or a better way to run team meetings, we're all ears.

We are trustworthy

Being approachable, open, and honest is hugely important to us and allows us to build strong relationships with our families, supporters, and volunteers, to help us build a strong and committed team together. We're transparent about the work we do and how we spend our funds, and always do what we say we will, helping each other out along the way.

We are inclusive

We apply our policy of inclusivity, equality, and diversity across all aspects of our work. We believe that a diverse mix of backgrounds and experiences helps to create a productive work environment by bringing a variety of perspectives and ideas to the table, and we're dedicated to providing equality of opportunity in recruitment, promotion, training, pay, and benefits.

We recognise that we're a predominantly white workforce and are genuinely committed to encouraging applications from diverse communities to improve the service we provide to the children and families we support.

We're not just searching for skills but also how a candidate could uphold our values and enhance our culture, therefore, even if you don't think you meet the skills criteria listed in our job descriptions, we'd still like to hear from you.

Safeguarding

Safeguarding children is everyone's responsibility.

All children and young people linked with Momentum Children's Charity, wherever they are, whoever they are with, whatever they are doing, have the right to protection from neglect, physical, emotional, and sexual abuse.

All members of the public, as well as professionals, have a responsibility for the protection of children and reporting concerns about a child's welfare or safety.

Momentum Children's Charity ensures statutory requirements concerning Disclosure and Barring Service checks are met, maintains an up-to-date Safeguarding policy and procedures, and provides safeguarding training to all staff and volunteers.

All Momentum Children's Charity staff and volunteers who come into contact with the children, young people and their families will:

- Be able to identify potential indicators of abuse or neglect
- Have read the Safeguarding Policy
- Know their role and responsibilities within their team
- Know how to communicate and record concerns
- Know to act upon concerns in line with the principles and procedures for local child protection management and Working Together to Safeguard Children.

Therefore, all children and young people in contact with Momentum Children's Charity will:

- Be treated with respect and afforded full civil and legal rights

- Be listened to and taken seriously, whatever their level of development or communication
- Be given time to do things for themselves, to understand and be understood
- Be involved in decisions that affect them
- Have their privacy respected at all times and in all places
- Have a right to confidentiality – all information about them will be treated carefully, be kept safe and only shared with those people who need to know.

The wellbeing of a child is the paramount consideration in all circumstances.

Any offer of employment will be subject to Disclosure & Barring Service (DBS) check prior to employment start date.

The post holder will undertake the appropriate level of training and is responsible for ensuring that they understand and work within the safeguarding policies of the organisation.

How to apply

Complete our online job application form [here](#). In line with Safer Recruitment practices, we ask that applicants include a full employment history and are happy to discuss any gaps in that history if selected for interview.

Applications will be reviewed as received and interviews will be conducted throughout the recruitment period. Due to the high volume of applications, we may not be able to provide individual responses to all applicants.

Please note that we are unable to provide sponsorship. Applicants must possess the necessary 'right to work' eligibility in the UK.