**Position Description**

**Position Details**

Position Title: National Partnerships Executive

Reports to: Head of Fundraising

Division: Fundraising and Engagement Team

Position Type: Permanent – Full Time

Location: Sydney, NSW (National remit)

**Why work for JDRF?**

JDRF has a clear and simple mission – to change lives today and tomorrow by accelerating life-changing breakthroughs to cure, prevent and treat type 1 diabetes (T1D) and its complications. As an employee at JDRF, you will live our Values by using your *passion* to make an *impact* & *collaborating* both internally and externally with *integrity* to realise JDRF’s *vision* of a world without type 1 diabetes (T1D). JDRF values and enables career progression. As a registered charity, JDRF employees are positioned to take advantage of salary packaging benefits. JDRF supports flexible working arrangements.

**Role Overview**

The National Partnerships Executive will be responsible for growing the partnership proposition and portfolio of JDRF to drive revenue/fundraising growth and diversity. Partnerships span industries and sectors, including community groups, other not-for-profits, corporates, pharma and device manufacturers and key players within and beyond the type 1 diabetes system. The National Partnerships Executive will be required to identify, manage, cultivate and nurture relationships that serve to propel JDRF’s mission across Fundraising, Community Programs, Research, Government and Advocacy.

Success in this role relies upon a collaborative, proactive, lateral approach to business development and relationship management, coupled with financial accountability of income and expenditure budgets to meet financial targets and deliver against the key objectives of JDRF’s operational and strategic plans.

This role will report directly to the Head of Fundraising and though it will not have direct reports, it will work closely with all members of the Fundraising and Engagement Team and teams across the JDRF organisation. The National Partnerships Executive will steward and maintain key relationships and partnerships, in addition to the acquisition of new prospects. The individual will work closely with the Government, Research, Community Programs and Marketing teams to ensure alignment with and understanding of the full spectrum of potential opportunities involving partnerships.

The National Partnerships Executive will hold a senior role within the Fundraising and Engagement Team and support the Head of Fundraising to drive the performance of the team and organisation.

**Key Accountabilities**

The success of the incumbent will be measured by their accountability and successful delivery of JDRF’s operating and strategic plans which includes, but is not limited to;

* Establishing and maintaining partnerships across the system to accelerate JDRF’s mission by growing and diversifying fundraising revenue and supporting objectives in Community Programs, Research, Government and Marketing. This will require a depth of understanding about JDRF’s mission in order to align partnership opportunities and communicate the associated value proposition.
* Achieving national income targets through identifying and cultivating business development opportunities. You will focus on fundraising growth by translating supporter intent and commitment into revenue, driving awareness and related mission outcomes via JDRF’s portfolio.
* Working closely with the wider organisation, you will develop and implement strategies to sustain and grow JDRF’s portfolio of relationships, events, programs and campaigns across Australia. You will work collaboratively with individuals and teams internally in addition to the volunteer state leadership groups across Australia to deliver the annual operating plan.
* Achieving excellence in internal and external relationship management, you will effectively use the functionality of JDRF’s database (Salesforce) to manage data to deliver sophisticated relationship management and stewardship practices.
* You will build and sustain relationships to deliver strong partnership and/or sponsorship proposals which deliver revenue and strengthen relationships between JDRF and the community, including corporate and pharma. Proposals will be developed in collaboration with the relevant JDRF stakeholders. You will be accountable for the effective composition, delivery and acquittal of partnership and sponsorship agreements in partnership with key stakeholders across JDRF.
* You will develop and secure sustaining industry partnerships/sponsorships with corporates and industry partners, including but not limited to pharma and the medical devices sector and others as appropriate.
* You will contribute to the preparation of annual fundraising budgets and Operating Plans, this will be coupled with accountability for delivery of key objectives in line with income and expenditure budgets.
* You will contribute to the wider success of JDRF by living the values.

**Essential Capabilities**

* Excellent interpersonal and influencing skills including the ability to establish rapport, build relationships, generate commitment and motivate people.
* Proactive self-starter with the ability to think laterally.
* Highly organised with strong project management skills, including the development of work plans with tasks, timelines and responsibilities.
* Engaging, professional and mature individual with extensive relationship management and business development experience.
* Possess a compelling and influential communications approach, both verbal and written.
* Accountable, responsible and driven individual with sound judgement and problem-solving capabilities who can work autonomously and as a member of a wider team.
* Flexible, adaptable, and agile with the ability to work in a fast-paced environment.

**Essential Knowledge & Experience**

* Demonstrated experience in stakeholder engagement, business development and relationship management.
* Demonstrated experience in securing and/or managing long term partnerships/relationships in the corporate, not-for-profit and/or the pharma, medical or science sectors.
* Solid understanding of financial processes and reporting, with proven experience in managing, analysing, reporting and forecasting budgets.
* Database skills (preferably Salesforce), together with ability to learn new software and programs as required.
* Ability to encourage, support, motivate, enhance performance and ensure delivery of outcomes.