

## JOB DESCRIPTION

<b>POSITION:</b>	Director, Corporate Partnerships
<b>DEPARTMENT:</b>	Development
<b>REPORTS TO:</b>	Sr. Director, Corporate Partnerships and Foundation
<b>STATUS:</b>	Exempt
<b>SALARY:</b>	\$75,000-100,000

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### JOB SUMMARY

**Feeding Westchester's mission** is to end hunger in Westchester County. As the heart of a network of more than 300 partners, we source and distribute food, and other resources, to communities across Westchester helping to ensure that none of our neighbors is hungry.

Feeding Westchester has an exciting opportunity for a Director of Corporate Partnerships. They will be responsible for growing and expanding our corporate partnerships, sponsorships, and multi-year, multi-product revenue streams. The Director of Corporate Partnerships is responsible for growing and expanding Westchester County-wide top partnerships. You will ensure the company is reaching funding deliverables and expectations. This position is responsible for developing and leading strategies for growth in identifying, cultivating and leveraging corporate partnerships to maximize ongoing sponsorship income and interest from corporations. You will develop strategic business relationships with companies to secure funding, as well as secure sponsors to participate in Feeding Westchester's event portfolio.

### ESSENTIAL FUNCTIONS & RESPONSIBILITIES:

- Identify, qualify, cultivate, solicit, and steward high-level relationships with corporate partners to meet and exceed annual revenue goals
- Drives comprehensive corporate initiatives through employee and executive engagement, corporate foundation gifts, consumer engagement opportunities, network fundraising activities, and mission funding opportunities
- Executes strategy for corporate partnerships and account management, including the pursuit of new opportunities, managing and cultivating existing relationships, implementation of corporate initiatives and driving account engagement to achieve revenue target goals
- Creates and executes a stewardship plan for key contacts
- Oversees the delivery of high-level constituent experience and recognition programs in order to cultivate new expanded opportunities; collaborates with development staff on the ongoing cultivation of existing donor relationships
- Develops a pipeline of renewal and new funder prospects; solicit and secures sponsorship revenue
- Organizes meetings or tours as part of stewardship plans, involving CEO and/or other Feeding Westchester leadership
- Produces, monitors, and evaluates reports on annual corporate revenue plans including monthly budget, targeted ask amounts, commitments, and payments received
- Provides analysis, identifies potential shortfalls, and develops and implements contingency plans and course corrections as needed to achieve goals
- Secures multiyear gifts
- Communicates regularly with programs/operations teams to assess progress toward reaching program goals
- Reports to Sr. Director, Corporate Partnerships and Foundation with reports on proposal status monthly
- Have a sense of humor and develop strong working relationships

- **Required Education/Experience**

- **Education/Experience:**

- Must have at least five years of experience in fundraising, outside sales or in a non-profit organization in a similar capacity. Proven successful sales experience, particularly in selling intangible programs and services, along with the ability to develop and execute sales and marketing strategies
- BA/BS Degree in Business, Marketing, or Non-profit experience preferred
- Proven ability to work within an organization emphasizing teamwork and excellence
- Results-oriented, closer, strategic thinker, highly responsive, proactive, timely, accurate and thorough in follow through
- Remains composed under stress, handles responses to feedback tactfully and delivers on organizational commitments

- **Fundraising:**
  - Experience in sales and negotiations, including the ability to problem-solve and conceptualize
  - History of increasing sales year over year
  - Experience in selling and closing at least five to six figure deals
  - Demonstrated experience developing successful partnerships and revenue opportunities with corporations
  - Ability to consult and interact with high-level executives including Senior Management, Vice Presidents, Directors and Managers, as well as Fortune 1000 CEOs, Presidents, and Vice Presidents
  - Demonstrated verbal and written communication skills, including large and small group presentations, group facilitation, and training
  - Skill in written communications to include clear and concise narrative reports, evaluations, and similar narrative pieces
  - Exceptional persuasive writing skills and proven record of accomplishment in successful sponsorship proposals and grant submissions to achieve revenue goals
  - Strong interpersonal skills and demonstrated success in relationship management and the ability to increase a donor or client base
- **Organization and Planning:**
  - Strong strategic planning and project management skills.
  - Plan, conduct and evaluate programs and projects
  - Proficient in Raiser's Edge, NetSuite, SharePoint, Power BI
  - Strong analytical and research skills
  - Extremely organized, impeccably detail oriented and follow up
  - Ability to analyze and integrate information from relevant sources
  - Results-oriented, strategic thinker, highly responsive, proactive, timely, accurate and thorough in follow through
- **Physical Requirements**
  - Ability to lift, carry, and set up a variety of promotional materials including electronics, materials in boxes, and tabletop screens (weighing up to 50 pounds)
  - Ability to pack, unpack and put away various materials
  - Prolonged standing, walking and bending in addition to sitting in front of a computer
  - Ability to access, research, read, review, enter and retrieve information from computer, hard copies and desk top publishing systems
  - Ability to give regular communications in person, writing, by email and by telephone
  - Ability to give speeches and presentations to groups
  - Ability to travel independently in the daytime and evening to regional and national destinations
  - Ability to access all work sites of the agency
  - Ability to work in below 0° F temperatures for short periods of time
  - Must have valid driver's license and use of a vehicle to travel for Feeding Westchester
- **Working Conditions**
  - Working inside a warehouse environment and the Feeding Westchester offices
  - Working outside in all weather conditions in all Westchester communities
  - Travel throughout Westchester County
  - Ability to work irregular or extended hours including some evenings and weekends
  - Ability to work in the office 5 days a week

#### **ABOUT US**

**Feeding Westchester provides a competitive benefits package including paid time off, Medical/Dental/Vision coverages, 403(b) retirement plan with discretionary employer contribution, company-paid Life and LTD insurances, an Employee Assistance Program (EAP), and other ancillary benefits.** Feeding Westchester is an Equal Opportunity Employer and does not discriminate on the basis of race, color, national origin, sex, religion, age, disability, sexual orientation, gender identity, veteran status, height, weight, or marital status in employment or the provision of services or any other category protected by law.

The purpose of this job description is to provide an overview of the scope of the position. This is not a comprehensive list of duties/responsibilities. Other duties and responsibilities may be assigned.

Are you ready to work on fighting hunger? If so, apply here

<https://recruiting.paylocity.com/recruiting/jobs/Apply/616534/Feeding-Westchester/Director-Corporate-Partnerships>

