



canteen
www.canteen.org.au

Are you professional enough
to work at CanTeen?



Are you free-spirited enough
to work at CanTeen?



Information Pack

Corporate Partnerships Manager - Sydney

About CanTeen

We get it. Just when life should be full of possibilities, cancer crashes into a young person's world and shatters everything.

We help young people cope with cancer in their family. Through CanTeen, they learn to explore and deal with their feelings about cancer, connect with other young people in the same boat and if they've been diagnosed themselves, we provide specialist, youth-specific treatment teams.

By feeling understood and supported, young people develop resilience and can rebuild the foundations that crumbled beneath them when cancer turned their life upside down.

No matter which role you are in, working for CanTeen is how **you** can be the difference.

Life at CanTeen

CanTeen is one of the most highly regarded not for profits in Australia with one of the most recognisable brands across the country (who doesn't know about the bandanna!). CanTeen is also a finalist in the 2018 Australian HR Awards – Employer of Choice (Public Sector & NFP) Category.

Working for CanTeen is an inspiring, rewarding and purposeful experience that really enables you to be at your best. CanTeen has a passion for all things people, and as well as a range of benefits including 5 weeks of annual leave, additional 3 days of gifted leave over Christmas, flexible working, dog friendly organisation, tax-effective salary packaging scheme, mobile phones and an in-house leadership program, we are continually working on ways to make CanTeen an even better place to work. We have a culture we are proud of, and want to find more people who share our commitment, enthusiasm and passion!



Through our regular staff engagement surveys, we know that CanTeen is fortunate to have one of the most passionate and committed workforces in Australia!



What's this job all about?

Title:

Corporate Partnerships Manager – Sydney, NSW

The nuts and bolts:

Permanent, Full Time Position

Job summary:

The **Corporate Partnership Manager** will have overall responsibility for **leading CanTeen's strategy and engagement with the corporate sector in Australia.**

Over the medium to long term, the primary purpose of the role will be to establish corporate engagement as a major income and support stream within CanTeen.

The role will be responsible for the **development of new partnerships** and for growing CanTeen's existing partnerships to deliver strategic and operational objectives, including partnership income targets.

The role will be expected to establish new partnerships through both **traditional and innovative agreements** which meet the needs of all those involved. The role includes both strategic and operational responsibilities.

Is this you:

We are looking for a **highly motivated team player** with an ability to move projects forward with independence and autonomy.

The successful candidate will be able to demonstrate the following:

- **Strategic thinking** and planning skills
- Proven experience in **managing large strategic partnerships**
- Proven experience and success in **commercial negotiations**
- Strong **leadership** skills
- An ability to network, build relationships and **negotiate at a senior level**
- Strong **public speaking** skills with an ability to present information in a clear, logical and compelling way
- A **self starter** with a disciplined and determined approach

Closing date info:

Interested? Apply now! Applications will close on the **4th March 2019.**

Please apply on the CanTeen website at www.canteen.org.au/about-us/careers/ or email written applications with a covering letter to careers@canteen.org.au.

Working Relationships

Reports to: Head of Partnerships

Positions reporting into this one: None

Key working relationships:

- Head of Partnerships
- Current (and future) corporate partners
- Marketing & Fundraising managers
- Division managers
- Executive

Role Specifics

Strategy

- Develop, lead and establish the strategic vision for CanTeen's engagement with the corporate sector

Business Development

- Research and identify new partnership opportunities
- Responsibility for the cultivation of potential corporate partners, ensuring fit with the brand and responding to the needs of both organisations
- Develop and maintain a pipeline of corporate prospects
- Work closely with internal teams and Divisions to identify and develop first-class propositions for prospects, particularly for major corporate and grant opportunities where significant proposition development is required.
- Identify, develop, and secure new high-impact corporate partnerships for CanTeen. This may include partnerships focusing on funding, innovation, awareness and/or broader CSR activities.
- Stay across industry trends and opportunities to ensure that Canteen becomes a leader in the area of Corporate partnerships within the Australian marketplace

Existing Partners

- Effectively manage and grow existing partnerships to maximise long term impact (financial and/or non-financial) of each partnership
- Establish and maintain CanTeen's reputation as a 'partner of excellence' within the corporate sector
- Develop and roll out a strategic framework for "Partnership Implementation Plans" to ensure optimisation of partnerships with key corporates focused on joint KPI development

Trust and Foundations

- Working with the Trusts and Foundations Manager, ensure strategic and operational objectives are met

Budget Management

- Ensure the appropriate financial controls are in place to enable delivery of income and expenditure budgets

Role Specifics Continued..

Reporting, analysis and review

- Ensure appropriate reporting is developed and maintained for management and review purposes
- Establish methods of analysis of individual and collective partnerships to inform ongoing performance assessments and future decision making

External stakeholder management

- Responsibility for ensuring CanTeen has excellent relationships with appropriate external stakeholders to ensure optimal outcomes for Canteen. Stakeholders include service providers, consultants, other NFP's, corporates, donors, supporters, volunteers etc.
- As appropriate, represent CanTeen externally at events, activities, and forums.

Organisation

- Report and present to the CanTeen Board, Executive and other key stakeholders as appropriate
- From time to time, involvement in broader organisational projects providing strategic and/or operational input and expertise
- Working with the COO and other team members to develop an impact investing/social enterprise revenue base
- As a member of the Marketing & Fundraising management team, responsibility for achievement of strategic and operational objectives within the Marketing & Fundraising strategic plan

Selection Criteria

Qualifications

- A tertiary qualification in a relevant field

Knowledge/Skills/Experience

- Strategic thinking and planning skills and experience
- Proven experience in managing large strategic partnerships
- Experience with, and an understanding of, the corporate sector
- Proven experience and success in commercial negotiations

Organisational Skills

- Strong Leadership skills
- Strong ability to network, build relationships and negotiate at a senior level
- Highly developed people management skills
- Excellent project management skills
- First class presentation and public speaking skills
- Ability to prepare and present information in a clear, logical, and compelling way
- Ability to think creatively and innovatively

Personal Attributes

- Alignment of personal and CanTeen core values
- Strong work ethic
- Warm, friendly and engaging manner
- Professionalism and pride in work
- A self starter, disciplined and determined approach
- Enthusiastic and a "whatever it takes" attitude, desire to work for CanTeen, affinity with our Mission, desire to work with young people

Hours of Work

Due to the nature of CanTeen's work, you will sometimes be required to work weekends and evenings with some inter-state travel from time to time. Advance notice will be given when this is the case, and CanTeen has a flexible working policy that ensures you are able to maintain a healthy work/life balance.

Pre-Employment Checks

As CanTeen's work involves employees being in direct contact with children and young people, employees are required to complete police and working with children checks, relevant to the State in which they will be employed.

CanTeen will conduct at least two reference checks on successful applicants, and may also require proof of any professional qualifications stated on an application.

General Information

All employees are required to adhere to CanTeen's Human Resources Policies during the course of their employment.

CanTeen is an equal opportunity employer.

