

**DIABETES UK**  
KNOW DIABETES. FIGHT DIABETES.



**CORPORATE PARTNERSHIPS OFFICER  
(ACCOUNT MANAGEMENT)**

# WHO WE ARE

**For nearly 5 million people with diabetes in the UK, there's no day off. At Diabetes UK, we fight day in, day out for better care, treatment and support. We won't stop until diabetes can do no harm. With more people than ever living with diabetes and millions more at risk of developing type 2, our work has never been more needed.**

We can't do any of this without you. Our staff are passionate and determined about helping everyone affected by diabetes. For over 85 years, they've been behind vital policy changes, as well as new treatments and technologies to make living with diabetes easier every day. But there's more to do. And you can be part of it.

We're a really diverse bunch and we recognise and respect your value as an individual.

As well as helping people with diabetes, you'll be part of one of the top 30 Best UK Charities to Work For, and one of the top 75 Best Large Companies in London.

We're committed to protecting and promoting the welfare of children and adults at risk, and we need our staff and volunteers to support this.

**Our vision is a world where diabetes can do no harm. Join us today, and together, we can make that a reality.**





# JOB DESCRIPTION

**Role title:** Corporate Partnerships Officer (Account Management)

**Contract type:** Permanent

**Hours:** 35

**Band:** 6

**Key relationships (internal and external):**

Internal: Philanthropy and Partnerships team, stakeholders in Events, Marcomms, Clinical and Care, Policy, Legal and Finance

External: Key stakeholders across portfolio of corporate partners, peers in the sector, agencies and consultants as required and key senior volunteers.

**Key focus of the role:**

The Corporate Partnerships Officer (Account Management) is responsible for working closely with the Partnership Manager to maximise the fundraising potential of our existing partners, managing your own portfolio of donors and supporting with key activity on larger accounts. You will work with internal stakeholders to ensure our partners are stewarded innovatively and are transitioned seamlessly between the new business and account management team. You will ensure that existing and future partnerships deliver against our organisational strategy

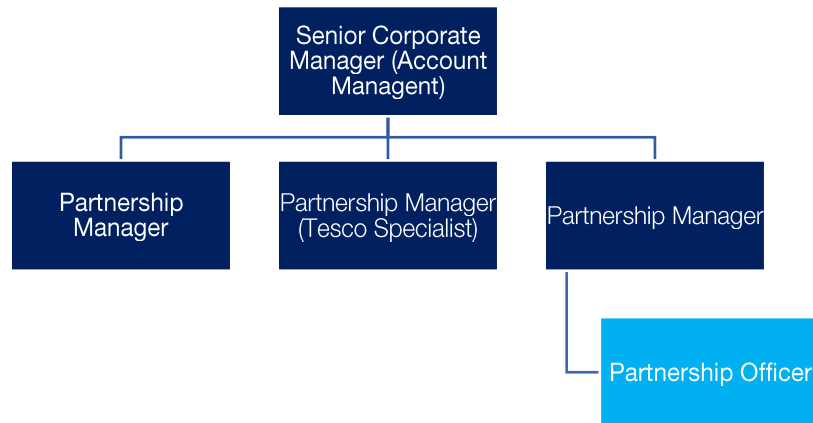
## Directorate and team

This role sits in the [Philanthropy & Partnerships Team](#) in the [Engagement & Partnerships Directorate](#)

### Department



## Account Management Team:



## Main responsibilities

1. Manage your own portfolio of corporate partners and support with account management on other partnerships as needed, including support of our sector leading partnership with Tesco.
2. Provide excellent donor experience via consistent and effective stewardship, including supporting employee engagement and fundraising of corporate partners.
3. Seek opportunities for financial uplift and strategic partnership development through regular engagement with corporate partners
4. Project manage internal and external partnership activity to achieve maximum impact for Diabetes UK and our partners
5. Ensure all activity is conducted in line with the fundraising Code of Practice and all other legal and regulatory requirements
6. Record income and donor communications accurately on our database
7. Work with colleagues across the Philanthropy & Partnerships (P&P) team to monitor the effectiveness of partnership working, sharing learnings and best practice and to escalate issues as needed
8. Work across the Corporate new Business and Account Management team to transition new partnerships at the right point, in the right way
9. Co-ordinate the negotiation and development of contractual agreements relating to partnership activity
10. Support the New Business team as required, contribute to cross-team projects and take on additional tasks where needed.

## Person specification

All jobs at Diabetes UK are based on our competency framework called the What-How Framework. In the following sections we've listed:

- The key activities you'll undertake (the What) and
- The skills, knowledge, experience and behaviours you need to be successful in this role (the How)

**You will have experience in:**

1. Securing new income and in-kind opportunities via renewal and/or uplift within partnerships you have managed
2. Experience managing the day-to-day delivery of complex relationships / projects
3. Ability to engage with stakeholders at all levels and convey ideas succinctly and persuasively,
4. Excellent negotiation and influencing skills
5. Excellent communication and listening skills

**You will have skills in:**

1. Strong relationship building and interpersonal skills with the ability to influence both internal and external stakeholders
2. Able to manage different levels and types of partnership
3. Ability to spot opportunities for partnerships that drive additional value and uplift.
4. Work collaboratively with colleagues in key dependency teams (eg, Marcomms, Finance, Clinical) operating with trust, respect and transparency to deliver key activity for the partnership.
5. Excellent time management with the ability to manage competing priorities effectively
6. Excellent written and verbal communication skills
7. Excellent negotiation skills and the ability to use diplomacy to navigate challenging conversations

**You will have knowledge:**

1. Knowledge of how to deliver excellent donor experience and stakeholder stewardship, including employee engagement and fundraising.
2. Managing income and expenditure budgets, forecasting, and risk modelling.
3. Knowledge of proposal development and pitching to external stakeholders
4. Build trust, respect and transparency with colleagues to allow for successful collaborative working
5. Awareness of broader environment and sector trends, networking regularly with peers.
6. Knowledge and experience of the Fundraising Code and contracting practises

The best person for this job will be (behaviours):

1. Be target driven, focused on driving excellent ROI and delivering value for Diabetes UK and our corporate partners
2. Have a collaborative approach to work, building trust, respect and transparency with internal colleagues and external stakeholders
3. Be reflective and open to giving and receiving feedback
4. Be proactive and take initiative to spot new strategic opportunities that drive value
5. Convey passion for Diabetes UK's cause and the work made possible through our partnerships

Qualifications/professional membership (if applicable):

N/A

# benefits

We know you do more than just work. And that means you might be a parent, carer, friend, volunteer or partner.

We want to make sure that we can help you create a good balance between work and the other parts of your life.

And one way we do that is with benefits we offer you.



## Annual leave

We want you to make sure you get time off to rest and relax. So, all full-time permanent employees get 25 days off a year, with bank holidays on top of this.



## Connected working

We have adopted a 'connected working' way of working. This means that, for most roles, you are not required to work in an office location every day.



## Pension

We enrol everyone into our pension and all new colleagues joining us will get information on the pension scheme. We make an employer contribution of at least 5%.



## Healthcare

Our cash healthcare plan that allows you to claim back the cost of regular health appointments and treatment, like the dentist and optician.



## Learning and development

We help you to continually develop and achieve your career goals, including offering a wide range of training which happens throughout the year.



## Gym membership

We have a gym membership discount scheme through our cash healthcare plan provider. You can use this at a wide variety of gyms around the UK.

## Get in touch

Email [recruitment@diabetes.org.uk](mailto:recruitment@diabetes.org.uk)

Call **0345 123 2399**

Visit [diabetes.org.uk](https://diabetes.org.uk)

Search **Diabetes UK** on Facebook, Twitter, YouTube and Instagram

