

DIABETES UK
KNOW DIABETES. FIGHT DIABETES.



**PARTNERSHIP MANAGER -
TRUSTS & STATUTORY**

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: Partnership Manager – Trusts & Statutory

Contract type: Permanent

Hours: 35 (full-time)

Band: 5

Key relationships (internal and external):

Internal: Philanthropy and Partnerships team; Wider Engagement and Fundraising Directorate; Research, Services and Operations teams; Finance; key members of leadership team

External: Key stakeholders at funders; sector peers

Key focus of the role:

The Partnership Manager (Trusts and Statutory) is a key player in securing high-value grants to support strategic projects across Diabetes UK and contributing to the Trusts and Statutory team's income generation targets. They will identify new strategic long-term partnerships, and work across directorates to create compelling sector-leading proposals that attract high-value funding. The post holder will be the lead on a range of secured grants, and undertake grant management and funder stewardship, ensuring all committed income is drawn down and securing opportunities for repeat funding by maintaining the highest level of compliance and reporting.

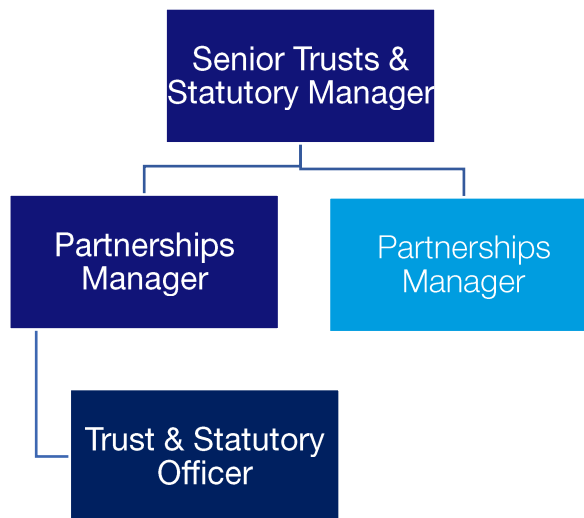
Directorate and team

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

Department



Trusts & Statutory Team



Main responsibilities

- Secure new high-value multi-year grants, working closely with delivery teams across directorates to identify opportunities for proposals that contribute to the charity's strategic outcomes and priorities and attract major funding
- Develop and deliver compelling proposals for prospects and funding extensions
- Work with project delivery teams to promote effectiveness of funded projects by monitoring progress and impact and addressing any challenges in a timely manner
- Work closely with colleagues in the finance team to ensure income and project expenditure align with proposals, and identify any variations that require funder permission
- Ensure reporting and other funder commitments are delivered on time and to the highest standard to build warm and trusting relationships and cultivate ongoing partnerships
- Contribute to planning and budget setting for the team and support partnership development and renewal as needed
- Work with the Research and Data Officer and Funding and Case for Support Manager to create a strong prospect pipeline and compelling cases for support
- Develop relationships with prospective funders to agree shared ambition and goals and develop partnership objectives
- Be externally focused, networking on a regular basis with current and potential funders and maintaining expert knowledge of key sector trends

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 be able to:

- Demonstrate a proven track record in trust and statutory fundraising, including leading on applications and winning grants
- Account manage a personal portfolio of existing relationships and new business prospects
- Think strategically to maximise funding opportunities and spot opportunities for new business partnerships in a complex organisation
- Work collaboratively with internal and external stakeholders
- Communicate effectively, ensuring that your messages are understood and that you strive to understand others
- Manage income and expenditure budgets, re-forecasting and reporting on variances as appropriate
- Proven ability to monitor, assess, evaluate and report back to funders on how their support has made a difference to Diabetes UK
- Maintain an appropriate level of confidentiality at all times

You will have experience in:

- Achieving high-value funding partnerships at five and six figure levels
- Grant management for large and complex projects
- Stewarding and cultivating trust and statutory funders
- Budgeting, reporting and planning

You will have skills in:

- Excellent written and oral communications, with the ability to convey complex information clearly and in a compelling manner
- Well developed numeracy and analytical skills
- Excellent relationship-building and networking, with the ability to influence both internal and external stakeholders, including at senior level
- Strategic thinking to identify and develop new and existing funding opportunities
- Excellent planning and time management, with the ability to manage a demanding and complex workload in a pressurised environment
- Collaborative working across a range of teams to achieve shared goals

You will have knowledge:

- Of high-value fundraising and funding cycles, especially in relation to restricted funding
- GDPR and using CRM's to drive gold-standard funder stewardship and accurate internal reporting

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

- Collaborative and generous in working with their immediate team and more widely across the charity
- An independent self-starter, confident in taking the initiative in building relationships and progressing projects.
- Solutions-focused, creative approach to challenges
- Rigorous attention to detail
- Reflective, open to giving and receiving feedback
- Flexible and adaptable to changes

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

Call **0345 123 2399**

Visit diabetes.org.uk

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

