Title: Corporate Partnerships Officer
Directorate: Fundraising & Communications
Team: Relationships & Partnerships (Corporate Partnerships)
Reports to: Business Development Lead
Location: London (2 core days in the office per week normally Tues & Thurs)
Salary: £35,000 per annum

Role purpose
This role will support the Business Development Lead to deliver Orbis UK’s strategy to secure income from companies through corporate partnerships. The core purpose of this role is to manage the relationships with Orbis UK’s corporate partners, ensuring that agreed objectives and income targets are met, identifying opportunities for growth and effectively stewarding partnerships to drive retention and renewal.

About Orbis UK
Orbis UK is an affiliate of Orbis International, an eye care charity that transforms lives through the prevention and treatment of avoidable blindness and visual impairment.

With our network of partners we mentor, train and inspire local teams in Africa, Asia and Latin America to fight blindness in their communities. We work alongside eye and healthcare teams in communities to provide training and guidance to leave a long-term eye care legacy that will restore vision for generations to come.

A staggering 90% of all vision loss is treatable or preventable. That equates to 1 billion people on this planet, living with vision loss from avoidable causes. 90% of these people live in low- and middle-income countries, and 55% are women and girls.

We believe that no one should live a life of unnecessary blindness, simply because of where they were born.

Orbis UK (Orbis Charitable Trust) is a registered charity in the UK and raises income from funders across Europe and the Middle East, towards our global commitment to eliminate avoidable blindness. In 2022, the UK team raised over £6.2 million pounds towards Orbis' fight to save sight. These funds supported 24 projects across 12 countries. With these funds we enabled 36,733 training sessions for doctors, nurses, community health workers and others and the delivery of over 10.8 million medical and optical treatments, surgeries and antibiotics.

Our ambition is to grow our income to £10 million per year within the next five years.

In addition to our long-term country programmes, Orbis operates the Flying Eye Hospital, a state-of-the-art ophthalmic teaching hospital on board a customised aircraft and Cybersight, our online telehealth platform with over 82,000 users and home to our artificial intelligence tool.

You can find out more about Orbis UK, our work and impact here.
Fundraising & Communications Directorate

This Fundraising & Communications (F&C) directorate consists of three divisions:

- Relationships & Partnerships
- Public Giving & Communications
- Data & Insight

Our purpose is to generate the funds needed to deliver the Orbis Vision and Mission.

Relationships & Partnerships

The Corporate Partnerships team is led by the Business Development Lead and sits within the Relationship & Partnerships division who are responsible for delivering income from trusts & foundations, corporate partnerships, major donors as well as high value and community donors too. The division is led by the Deputy Director of Relationships & Partnerships.

Our focus is to increase ROI and deliver growth through the acquisition of new high-value, five-seven year, multi-year gifts from donors and partners.

Our target for 2023 is to deliver £17m gross income.

The corporate team will be responsible for delivering at least £200k of this from new and existing partnerships. The real focus will be to build the pipeline of partners for 2024 and beyond.

Relationships & Partnerships team structure
Main responsibilities

The list below is not exhaustive of all the functions of the Corporate Partnerships Officer but it describes much of the role.

- You will be supporting the Business Development Lead to build a portfolio of corporate partners that will grow to deliver circa £1m per annum in the next five years.
- Your will primarily be responsible for providing account management, excellent relationship management and support to any existing corporate partners to ensure that partners and Orbis delivers on agreed partnership objectives and to drive retention and renewals. This includes new partners once a partnership agreement is signed.
- For those partners who do not renew their partnerships, you should ensure they leave as Orbis ambassadors willing to recommend Orbis as a charity partner of choice.
- You will devise engagement strategies for partners and support them fundraising plans, sourcing ideas and products from across the fundraising team, to help increase the annual and lifetime value of partnerships. This should include opportunities for key individuals from our partners to hear about and see our work.
- Proactively engage key individuals in or connected to our existing partners, and ensure you are connecting relevant stakeholders at Orbis with those individuals in order to deepen and advance relationships.
- Work with the communications team to create content and marketing that celebrates our partnerships both to deepen our relationship with existing partners but to also showcase our existing partnerships to other prospective corporate partners.
- You will ensure that existing partners receive updates and reports to deepen their understanding of Orbis’ work, celebrates the progress of their fundraising and demonstrates how Orbis is using their funding to drive impact.
- You will gather information for these reports that includes stories and case studies as well as budget and impact data. You will ensure information is accurate, informative, engaging and signed-off by key stakeholders.
- You will also support the Business Development Lead to build a pipeline of companies and organisations that Orbis could partner with. Coordinating prospect research and efforts to identify and evaluate potential funders against a set of agreed criteria that assess their propensity to give to Orbis.
- You will support the Business Development Lead with bid-management across large proposals that require coordinating information and contributions from multiple sources.
- You will monitor new prospect development. This includes ensuring all development stages from identification, evaluation, proposal development through to securing income and meaningful donor interactions are recorded accurately on our CRM system.
- Keep up to date with Orbis’s range of programmes so that you are able to identify fundraising opportunities and talk to prospects knowledgeably about our work.
- Ensure appropriate stakeholders at Orbis are kept informed of significant new opportunities and meet with funders and prospects to steward the donor relationship.
Job Description: Corporate Officer

Other responsibilities:

- Keep up-to-date on market, prospect, competitor and funder trends.
- Develop your knowledge of Orbis International and other affiliates, how our programmes are improving eye health and other eye care charities working in similar regions to Orbis.
- Comply with all relevant Orbis policies and procedures, including our Ethical Fundraising policy and procedure, privacy policy and other relevant data protection policies.
- Ensure that fundraising activities, systems and behaviours are compliant with regulatory and sectoral Codes of Practice.
- As a small organisation staff are expected to work as a close team, to be flexible in their approach and to provide support for other areas as necessary.
- Occasional travel abroad may be necessary.

Person Specification

Essential experience:

- Good understanding of the process of corporate fundraising, ideally with experience within an account management department in the cultural or charity sector.
- Proven experience of managing five-six figure partnerships or client accounts and liaising with key external stakeholders.
- Good understanding of corporate fundraising propositions including, but not limited to, cause related marketing, staff fundraising, payroll giving; prize-draws and events.
- Proven experience of cross-team working and working with multiple internal stakeholders.
- You will have experience of writing compelling and persuasive copy either within a marketing environment or fundraising.
- You will be a natural communicator with the ability to develop relationships with funders and internal stakeholders, fostering collaboration and support.
- Accuracy and strong attention to detail and the ability to review and organise information that makes it easier for the user to understand and use.
- Experience of working to targets and KPIs as well as preparing budgets and forecasts.
- Excellent organisational and project management skills with the ability to prioritise tasks and adhere to deadlines.
- Excellent computer skills, including familiarity with Word, Excel, PowerPoint and ideally Raiser's Edge (or other similar CRM system).

Desirable experience:

- Experience of working for a charity or social sector organisation within a corporate fundraising team.
- An up-to-date knowledge of the fundraising key trends and developments, fundraising compliance and general charity law pertaining to corporate fundraising.
Job Description: Corporate Officer

Personal attributes:

- You feel a connection to Orbis’ mission and you embrace our organisation’s values demonstrating behaviours that display these in your day-to-day work.
- You are authentic with a positive personal attitude and a pro-active, flexible approach.
- You enjoy building relationships with a diverse range of stakeholders and colleagues and are always professional in your interactions.
- You are ambitious, resilient and a good team player.
- You have a strong sense of curiosity, supported by excellent questioning skills.
- Ability to work with clear direction and report to key stakeholders / your manager.

In return we can offer you:

- 25 days holiday
- Life Assurance
- Employee Assistance Programme
- E-learning Courses
- Flexi time

Plus, following successful completing of your probation:

- Matched employer pension contribution up to a maximum of 10% of basic salary
- Interest free season ticket loan
- Cycle to work scheme

Our Values

At Orbis we look to attract inspiring and motivated people to help fight blindness in communities around the world. Experience is vital to any application but over and above this we are looking for individuals who share our values.

Our values of Trust, Caring, Commitment, Accountability and Excellence are the thread that connect our global team across geographies, languages, job functions and time zones. The Orbis values reflect the way we - as an organisation and as individuals - approach problems and communicate with each other.

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<tr>
<th>Our Vision</th>
<th>Our Mission</th>
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<tr>
<td>To transform lives through the prevention and treatment of blindness</td>
<td>With our network of partners, we mentor, train and inspire local teams so they can save sight in their communities</td>
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Equal opportunities

Orbis UK is an equal opportunities employer and welcomes applications from any suitably qualified persons. We will ensure that no job applicant receives less favourable treatment either directly or indirectly, on the grounds of age, gender reassignment, being married or in
a civil partnership, being pregnant or on maternity leave, disability, race including colour, nationality, ethnic or national origin, religion or belief, sex and sexual orientation.

Orbis UK acknowledges and recognises the disadvantages and barriers people from underrepresented and socially diverse groups face in the workforce. Orbis UK is committed to addressing this issue and we strongly encourage those from underrepresented and socially diverse groups (Black and Ethnic minorities, LGBTQ+ and candidates with disabilities) to apply.

Safeguarding

Orbis UK is committed to safeguarding and promoting the welfare of children and vulnerable adults and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and criminal records checks. All applicants will need to provide proof of their legal right to live and work in the UK.