



CORPORATE PARTNERS MANAGER

Bernheim's Corporate Partners Manager is a full-time position that helps maintain and grow critical corporate relationships with the goal of developing strong corporate funding and employee engagement. This position works to generate funding for Bernheim programs, events, and special projects engaging partners in volunteerism, fundraising events, sponsorships, grants, and employee activities. The Corporate Partners Manager is a skilled relationship builder and steward of corporate partnerships and has experience securing corporate funding. The ideal candidate will have connections within the corporate community. The Corporate Partners Manager is a member of the Advancement Team, reporting to the Director of Advancement.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Develop, cultivate, and solicit both established and emerging Corporate Partners
2. Works closely with the Director of Advancement and the Executive Director to ensure a comprehensive corporate development strategy is implemented to achieve superior customer service while meeting funding goals.
3. Promotes employee engagement with Corporate Partners through volunteerism, special events, and employee engagement onsite and offsite.
4. Actively engages with and manages a portfolio of prospects, including cultivation, solicitation, closing of gifts, and acknowledgement, thank you letters, and other stewardship activities.
5. Create and deliver funding/sponsorship proposals and event solicitations.
6. Develop and deliver presentations to companies when appropriate.
7. Work with the Advancement team to promote/deliver special events and generate program and special project funding.
8. Manage records and information relating to advancement and cultivation/solicitation activity.
9. Knowledge of and commitment to diversity and inclusion.
10. Special assignments and projects as directed by the Director of Advancement and/or Executive Director.

EDUCATION / EXPERIENCE REQUIREMENTS:

- Three years of corporate fundraising, business development, or equivalent experience.
- Bachelor's degree preferred but can be substituted for experience.
- Ability to successfully cultivate and solicit corporate gifts.
- Track record of achieving revenue targets.
- Possess exceptional relationship building and influencing skills, as well as strong communications skills.
- Committed to quality and integrity and the ability to work with cross-functional teams.

- Strong commitment to team and mission.
- Actively collaborates with and maintains strong working relationships key internal departments/ positions.
- Excellent written and verbal communication; keen attention to detail and strong organization skills.
- Ability to prioritize, manage and work on multiple projects.
- Literacy in Microsoft Office.
- Donor database experience, preferably Altru.