



## POSITION DESCRIPTION

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# CORPORATE PARTNERSHIPS AND EVENTS MANAGER

**Type**

Full Time or Part Time (0.6 or 0.8 FTE)

**Reports to:**

CEO

**Direct Reports**

Nil

**Location**

Footscray, Melbourne

The Corporate Partnerships and Events Manager will work closely with the CEO to support Western Chances' work to empower young people achieve their potential.

This role combines strategy and operations to enable growth of Western Chances' corporate partnership portfolio and more broadly to assist achieve our organisation's strategic fundraising goals.

The Corporate Partnerships and Events Manager will be responsible for developing relationships with current and prospective corporate partners to secure financial support and delivering events and activations to increase our profile.



## About Us

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Western Chances empowers young people from Melbourne's west who are facing financial barriers to achieve their potential. We award scholarships to motivated and talented young people from diverse cultural backgrounds facing financial barriers to pursue their education and career pathway.

We have a strong track record of success and since first awarding scholarships in 2004, we have invested \$7.8 million in Melbourne's west, awarding over 8,000 scholarships and empowering over 3,500 young people.

## Key Responsibilities

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The role will:

- Develop and implement strategic plan to sustain and grow Western Chances' portfolio of corporate partners.
- Deliver Western Chances' major events in collaboration with external events partners.
- Provide outstanding stewardship to existing corporate partners, identifying opportunities to deliver additional, innovative mutual value.

- Identify new partner prospects and create compelling proposals and pitches to secure commitment.
- Forecast budgets and growth targets for the corporate partnerships portfolio.
- Track and report outcomes to both partners and internal stakeholders (CEO and Board).

## Measuring Success

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- Delivery against Western Chances strategic fundraising objectives.
- Delivery against fundraising KPI's (e.g partnership retention and growth, lead generation, new partnerships secured, forecastable income)

## Time Commitment

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Western Chances supports flexible working through a hybrid office / WFH arrangement.

Meetings and events may be required periodically outside of 'traditional' business hours.



## Key Selection Criteria

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- Experience in a senior corporate fundraising or business development role.
- Demonstrated ability to develop key relationships leading to financial outcomes including partnership or sponsorship.
- A strong ability to manage large events from conception to completion.
- Proven track record of achieving income targets through relationship-based fundraising.
- Proven ability to communicate and develop relationships with a wide range of people from diverse backgrounds.
- A problem solving attitude and ability to work with multiple stakeholders to deliver projects
- Excellent communication skills, both interpersonal and written.
- Demonstrated ability to structure time and achieve prioritised outcomes.
- Ability to work within a small team who are passionate about our scholarship recipients, our community and exceeding expectations.
- Proficient in MS Office suite (Excel, Outlook, Word, PowerPoint).

### Desirable

- Experience in Salesforce or similar CRM systems.