

Position Description

Position title:	Dolly's Dream Corporate Partnerships Manager
Team:	Dolly's Dream
Reports to:	Dolly's Dream Head of Engagement
Job type:	Full Time or Part time (0.6 – 1.0 FTE), two year contract
Date:	19 June 2022

About the Alannah & Madeline Foundation

The Alannah & Madeline Foundation was set up in memory of Alannah and Madeline Mikac, aged six and three, who were tragically killed with their mother and 32 others at Port Arthur, Tasmania, on 28 April 1996. In memory of his daughters, Walter Mikac AM and a small group of volunteers set up the Foundation with the belief that all children should have a safe and happy childhood without being subjected to violence. The then Prime Minister launched the Foundation on 30 April 1997.

The Foundation:

- identifies issues that adversely affect the wellbeing of children; we work to help them recover and protect them from bullying and violence
- works across the spectrum of prevention and care to deliver state-of-the-art, evidence-based programs and products
- works with the best minds to identify and reduce significant threats to children's safety through innovation and partnerships
- speaks out on the need for systemic change to build a supportive and safe society.

The Foundation also supports Dolly's Dream, educating and empowering families and communities to prevent the devastating effects of bullying.

Our organisation has the highest commitment to child safety, and our Child Safe Policy outlines our safe practices for children.

Our organisation values are embedded into every way in which we operate at the Foundation. Everyone has a responsibility to promote and demonstrate our values: We act with courage, We are stronger together, We are curious, We believe accountability matters and We act with empathy, always.

Position in Context

Reporting to the Dolly's Dream Head of Engagement, the Dolly's Dream Corporate Partnerships Manager is a member of the Dolly's Dream team.

This role is formally based South Melbourne. We support our staff to work flexibly, both in location and hours, based on the premise that work will remain the focus of any arrangement. How and where you work is discussed with each staff member based on individual circumstances, role requirements and accountability for delivery of high-quality work.

The Dolly's Dream Corporate Partnerships Manager is a new role and reports to the Dolly's Dream Head of Engagement, while working closely with the broader Dolly's Dream team and the AMF development and communications team.

Major Job Responsibilities

- In conjunction with the Dolly's Dream Head of Engagement team, develop and implement the Corporate Partnerships strategy to optimise income generation and awareness opportunities from current and new Partners.
- Proactively develop existing and grow new strategic partnerships to fund sustainability and growth for Dolly's Dream.
- Develop and leverage campaigns and initiatives, including cause related marketing, sponsorship and workplace giving activities with current and new partners to deliver strategic outcomes and long-term partnerships.
- Develop and deliver timely campaign tools and information to enable team members to effectively support the implementation of campaigns and provide input, advice and commitment to implementation.
- In conjunction with the Foundations Corporate Partnership team work collaboratively with all Foundation program areas to build a pipeline of projects and opportunities ensuring the Foundation submits competitive Partnership submissions.
- Create high level professional briefing documents, proposals and business plans to support the delivery of all Partnerships.
- Create, manage and evaluate the Corporate Partnerships budgets, ensuring timely reporting of monthly and annual financials.
- Contribute positively to the Foundation's culture through developing and maintaining collaborative relationships with colleagues.
- Other tasks as required and as directed by the General Manager, Dolly's Dream, Deputy CEO or Executive Leadership Team.

Knowledge, Experience & Requirements

- A minimum of 5 years' experience in Fundraising, Marketing and/or Business Development (Essential)
- Proven track record in acquiring new business and developing and implementing partnership strategies. (Essential)
- Demonstrated ability to build and actively manage strong internal cross-functional and external stakeholder relationships. (Essential)
- Experience working in or with the rural, regional and remote sector
- Ability to develop and deliver numerous large campaigns and initiatives simultaneously, with good attention to detail.
- Strong written and verbal communication skills.

- Strong financial, commercial, and analytical acumen.
- Demonstrated ability to work autonomously and as part of a small team and to seek direction when required.
- Ability to identify and resolve problems, make appropriate recommendations and take ownership for decisions.
- Able to work with all Microsoft products.
- Commitment to work outside standard office hours and travel inter-state to deliver key events and Partnership activity.
- Working with Children Check and Police Check.
- Tertiary qualifications in Business, Marketing or similar field. (Desirable)
- Previous experience with a CRM, ideally Raisers Edge. (Desirable)