

	Position Title:	Corporate Partnerships Advisor
	Division:	Partnerships and Engagement
	Program:	Philanthropy
	Band:	C
	Salary:	Stream 5, Level 7
  	Date:	September 2026

ROLE PURPOSE

The Corporate Partnerships Advisor is responsible for the strategic development, stewardship and growth of a portfolio of high-value corporate partnerships that generate significant revenue and impact for Berry Street Yooralla.

The role manages key corporate relationships, drives acquisition and retention strategies, and is accountable for achieving an annual fundraising target of approximately \$1 million. Working closely with senior leaders, Program Directors, Executive leaders and external corporate stakeholders, the role develops compelling partnership opportunities, manages major donor and corporate investment requests, and delivers high-quality engagement experiences that demonstrate measurable social impact.

The Corporate Partnerships Advisor acts as a key ambassador for Berry Street Yooralla and regularly represents the organisation at corporate events, stakeholder forums and executive-level meetings.

PRIMARY OBJECTIVES OF THE ROLE

The primary objectives of the Corporate Partnerships Advisor are:

- Achieve and exceed an annual corporate partnerships revenue target of approximately \$1 million.
- Develop and manage a portfolio of strategic corporate partnerships delivering sustainable financial and non-financial value.
- Identify, cultivate, solicit and secure major corporate investments, sponsorships and gifts, including opportunities exceeding \$100,000.
- Build and maintain executive-level relationships with corporate partners and key stakeholders.
- Lead the planning and delivery of corporate engagement events, stewardship initiatives and partnership activations.
- Collaborate with Program Managers, Directors and Executive leaders to communicate program outcomes, impact, budgets and funding priorities to corporate partners.
- Represent Berry Street Yooralla at industry forums, stakeholder events and corporate presentations.
- Support organisational visibility and reputation through effective stakeholder engagement and partnership management.

REPORTING RELATIONSHIPS

The role reports to the Head of Philanthropy and is part of the broader Partnerships and Engagement team which also includes Marketing, Fundraising, Data and Analytics, Events.

EXPECTATIONS

- Conduct oneself in accordance with the Berry Street Yooralla Code of Conduct, which is underpinned by the values of accountability, courage, integrity, respect and working together within the principles of continuous improvement.
- Raise all health, safety, and wellbeing issues or concerns with managers, observe all safe work procedures and instructions, and take reasonable care for their own safety and for the safety of work colleagues by always operating in a safe and appropriate manner.
- Promoting and protecting the human rights of people with disability, in accordance with the UN Convention on the Rights of Persons with Disabilities (CRPD) (2008).
- Working to ensure high-quality and safe supports and services for NDIS participants, meeting and exceeding the NDIS Practice Standards and Quality Indicators.
- Meeting obligations under all relevant Victorian and Commonwealth legislation.
- Participate in regular supervision, performance planning and review processes and probationary reviews.
- Complete mandatory training within designated timeframes.
- Berry Street Yooralla is committed to service delivery that prioritises and celebrates diversity and inclusion. Every individual is treated with dignity and respect regardless of their cultural background, ability, ethnicity, gender identity, sexual orientation, spirituality, or religion.
- Berry Street Yooralla is committed to the cultural safety of Aboriginal and Torres Strait Islander children; children from culturally and/or linguistically diverse backgrounds; children with a disability; children who identify as LGBTIQ+.
- Berry Street Yooralla is committed to being a child safe, child friendly and child empowering organisation. In everything we do we seek to protect children, in accordance with our legal obligations including MO 1359 and child safe standards.

ROLE RESPONSIBILITIES	Specific responsibilities, duties and tasks
Relationship Development	• Build strong working relationships with staff across the organisation • Develop relationships with potential and existing corporate partners within your portfolio • Represent Berry Street Yooralla at relevant forums and networks as directed, supporting the Head of Philanthropy. • Support the promotion of corporate partnerships within berry Street Yooralla and the role of all staff in providing excellent experiences for our partners • Assist in creating content for the quarterly partner newsletter and social channels
Executive & Stakeholder Engagement	• Build strong relationships with senior internal and external stakeholders including corporate executives, Board members, Program Directors and funding partners • Coordinate and facilitate meetings involving the CEO, Executive Team and Board representatives with existing and prospective corporate partners • Prepare briefings, presentations and partnership updates for senior leadership • Represent Berry Street Yooralla at stakeholder forums, networking opportunities and presentations to audiences exceeding 100 attendees • Provide strategic partnership advice and recommendations to internal stakeholders
Business Development	• Develop and execute strategic growth plans to achieve annual partnership income targets • Identify, cultivate and secure new corporate partnerships and sponsorship opportunities

	• Lead partnership negotiations and develop compelling funding proposals aligned with partner objectives and organisational priorities • Manage significant funding asks and negotiations, including proposals and partnerships exceeding \$100,000 • Work collaboratively with Marketing, Program and Executive teams to develop partnership propositions that demonstrate organisational impact • Monitor market trends and emerging opportunities to strengthen corporate engagement strategies
Management of Partnerships	• Develop individual communication and contact plans for partners in your portfolio, commensurate with their giving level to Berry Street Yooralla, and in accordance with their supporter journey plan including Workplace Giving and other opportunities • Support efforts to expand partnerships and their value to Berry Street Yooralla, assisting with pitches and proposals as required • Ensure recognition and appreciation activities are in place for all partners in your portfolio • Build strong relationships with staff and stakeholders within the organisation, seeking information on specific funding opportunities and bringing in subject matter experts as appropriate • Support the administration of agreements and MOUs with partners, ensuring partner obligations are delivered on time and at the agreed level • Ensure up-to-date records are kept on the database regarding all contact and relevant research • Support relationships between Berry Street Yooralla and existing third-party events and platforms • Develop and implement strategic partnership plans for major corporate partners • Lead quarterly and annual impact reporting processes for corporate stakeholders • Work directly with Program Managers and Directors to gather, interpret and communicate program outcomes, financial information and impact data • Ensure partners receive meaningful and data-driven reporting demonstrating the outcomes of their investment • Identify opportunities for partnership growth, renewal and multi-year commitments
Corporate Events & Engagement	• Lead the development, planning and execution of corporate partnership events and engagement activities • Manage stakeholder experiences at events involving the CEO, Executive Team and Board members • Coordinate event objectives, content, logistics and post-event stewardship activities • Develop opportunities to deepen partner engagement through volunteering, site visits, impact briefings and executive networking events • Ensure events strengthen corporate relationships, increase visibility and generate revenue opportunities
Financial Management & Revenue Accountability	• Accountable for achieving an annual corporate partnerships revenue target of approximately \$1 million • Develop revenue forecasts and pipeline reports for partnership opportunities • Monitor partnership income and expenditure performance and identify opportunities to maximise revenue

	• Prepare revenue reports, forecasts and updates for senior leadership • Contribute to budget planning and strategic fundraising initiatives
Other	• Travel to other offices as the portfolio requires. • Other duties as required.

KEY SELECTION CRITERIA

- Demonstrated experience managing complex corporate partnerships, sponsorships, business development portfolios or major strategic accounts
- Proven experience achieving significant revenue targets and securing high-value partnerships and gifts
- Demonstrated ability to negotiate and manage agreements with senior decision-makers
- Strong experience building relationships with executive stakeholders, corporate leaders and external partners
- Experience presenting to large audiences and facilitating stakeholder engagement activities
- Demonstrated ability to influence and collaborate across multiple internal teams and stakeholder groups
- Highly developed written communication skills including proposal development, impact reporting and executive briefings
- Strong financial literacy with experience monitoring revenue targets, budgets and partnership performance
- Demonstrated ability to manage competing priorities in a fast-paced environment

QUALIFICATIONS AND OTHER REQUIREMENTS

- A minimum 5-7 years' experience in corporate partnerships, business development, fundraising, account management, sponsorship, sales or relationship management.
- Experience working with senior stakeholders and managing strategic partnerships
- Track record of securing and managing significant revenue-generating relationships
- Staff must hold a valid WWCC and undergo a Criminal Records Check prior to employment. Subsequently, staff must report any criminal charges or court appearances.

HIGHLY DESIRABLE

- Experience within the not-for-profit, philanthropy, community services or corporate social responsibility environment will be highly regarded.
- Sound understanding of key fundraising principles
- Understanding of direct marketing techniques and processes

INHERENT REQUIREMENTS OF WORK ACTIVITIES/ENVIRONMENT

The following is a table that outlines the main physical and psychological requirements of the position.

Element	Key Activity	Frequency
Client Facing and Service Delivery	Work with clients who may have a physical, psychiatric, or sensory disability.	Occasional
	Interact with clients and members of the public who may display the full range of emotional expressions, including parents, partners, significant others, family members, advocates, doctors, police.	Not Applicable
	Work with complex clients which may expose you either directly or vicariously to emotionally challenging concepts such as self-harm, trauma, illegal activity and/or violence.	Not Applicable
	Drive vehicles with possible distractions from client behaviour, verbal or physical.	Not Applicable
	Work in a client's home or their family home alone and/or with others.	Not Applicable
	Represent, advocate, and cooperate with legal processes which may include attendance to court.	Not Applicable
Work Environment	Manage demanding and changing workloads and competing priorities.	Daily
	Work in different geographic locations.	Occasional
	Be exposed to all outdoor weather conditions.	Occasional
	Work via computer from home as required.	Regular
	Work office hours with the possibility of extended hours. Flexible arrangements by agreement.	Occasional
	Work rostered hours with the possibility of overtime.	Not Applicable
	Work on-call after hours.	Not Applicable
	Work in an open plan office with no assigned desk.	Daily
	Work in buildings which may require the use of stairs or elevators.	Regular
	Sit at a computer or in meetings/meeting rooms via video conference facilities or in person for extended periods.	Daily
	Work in educational or community facilities.	Not Applicable
	Drive vehicles possibly over long distances and in all traffic and weather conditions.	Occasional
	Undertake training and professional development activities both internal and external to the organisation.	Regular
Administrative Tasks	Undertake administrative tasks which may include the following: computer work, filing, data entry, writing reports, case notes/plans and client records. Manage resources and budgets. Research and analyse information and data.	Daily
	Use technology including computers, photocopiers, telephones including mobiles, projectors, televisions, video conference facilities and electronic whiteboards.	Daily