**corporate development manager**

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**Reports to: head of corporate development**

**Responsible for: corporate development executive**

**Department: development**

**Contract: permanent**

Overview

The Design Museum’s Development department is seeking an experienced Corporate Development Manager to join its busy and successful team. They are responsible for generating corporate support for the museum through sponsorship of exhibitions and a broader portfolio of activities carried out by the museum.

This is an interesting and exciting time for the Design Museum as it seeks to grow its impressive, broad corporate portfolio including Netflix, Swarovski, Deutsche Bank and Sky. Partnerships include exhibition sponsorship, access to private events space, co-creation of private exhibitions and events and funding partnerships that support learning programmes. The opportunities are many and varied.

The ideal candidate will be an experienced corporate fundraiser with a proven track record of managing successful corporate membership schemes, sales, and account management of sponsorships, including six figure value accounts. You will have well-established contacts and networks, with experience of working with boards and senior volunteers and be highly motivated with the ability to work independently. You will be an experienced relationship developer who thinks creatively about developing mutually beneficial partnerships.

**Job scope**

From a fundraising portfolio you will be required to devise packages for sponsorship, to liaise with the relevant museum departments and stakeholders and to see through the fundraising process from identification of appropriate prospects to project pitch and conclusion of negotiations. You will work with boards and senior volunteers and manage relations with them effectively and appropriately. You will have line management responsibility for a Corporate Development Executive.

Job description

**Sponsorship and brand partnerships**

* Develop exciting and creative sponsorship partnerships of 5- and 6- figure value with high calibre corporate prospects against agreed priority projects for the museum.
* Support the Head of Corporate Partnerships and Director of Development in engaging Trustees and Development Committee members with priority projects.
* Research, identify and approach corporate prospects via written correspondence, phone calls, face-to-face presentations, and invitations to events.
* Produce proposals, presentations and evaluation reports as required.
* Draft and prepare relevant corporate contracts and support the Head of Development in contractual negotiations.
* Nurture relationships with current and potential corporate partners to ensure income is sustainable by overseeing excellent stewardship of partnerships and a strong partner retention plan.
* Work as part of the Development team and with the Head of Corporate Development to ensure team fundraising targets are met or exceeded.

**Account management**

* As needed, account manage corporate partners to maximise the sponsorship across employee engagement, marketing activity and leveraging of sponsorship benefits such that sponsors renew their support of the museum.
* Encourage partners to make full use of their sponsorship benefits to ensure long-term support.
* Build excellent relationships with partners through regular communication and donor care.
* Manage relevant communications to partners including renewal reminders, e-fliers, and mailings.
* Ensure all information is correctly recorded on the museum’s database.
* To be responsible, in consultation with the Head of Department, for maintaining financial systems and documents relating to departmental budgets and forecasts.

**People management**

* Lead, motivate and develop direct reports to deliver high quality communications strategies. Lead by example to demonstrate and embed the museum’s values within the team and the wider museum.
* Continual development of your team, recognising success and addressing areas for development, supported by the annual appraisal process.
* Working with and supporting volunteers and ensuring their full integration into the Development team.

**Person specification**

**Experience, skills, and knowledge**

**Experience**

* A substantial track record of securing five and six figure corporate support and of sustaining a portfolio of partnerships.
* Experience of negotiation and drafting sponsorship contracts.
* High level of comfort with and experience of face-to-face asking.
* Experience of working with the marketing, sponsorship, CSR and/or Events teams from large corporates.
* Experience of managing people to achieve a financial target and/or set of professional objectives.
* Experience of using a customer relationship management system.

**Skills**

* A high degree of commercial awareness - to understand the needs of corporate supporters and present fundraising opportunities effectively - and tenacity for negotiating major, long-term commitments and contracts.
* Excellent presentation and negotiation skills; must have personal presence and a professional, polished manner.
* Able to work with individuals at the highest level, both externally and internally, including Board members and Senior Volunteers.
* A self-starter and team player who demonstrates willingness to share information and ability to communicate positively and effectively with colleagues.
* Able to build and maintain interdepartmental relationships.

**Knowledge**

* Knowledge of tax law as applies to corporate sponsorship.
* Knowledge of design and architecture from the beginning of the 20th century is desirable.

**Terms and conditions**

**Salary: up to £37,000 per annum, dependent on experience**

**Holidays: 25 days + Christmas eve (museum closed)**

**Hours: 37.5 hours per week**

**Location: the museum is trialling a part-remote working arrangement, where staff work 60% of their role at the museum and 40% remote**

**Design Museum Staff Benefits**

Employees are entitled to 25 days holiday, rising to 26 days after two years’ service and 27 days after five years’ service, plus 8 days Bank Holiday and Christmas Eve (museum closed), pro-rata for part-time employees. Other benefits include access to a defined contribution pension scheme, an employee assistance programme, season ticket loan, cycle to work scheme, free entry for friends and family to the museum, a variety of staff discounts including the museum shop and free entry to a wide number of galleries and museums in London.

**Hours of Work**

Full-time employees are required to work no less than 37.5 hours per week and the standard working day is 9.30am - 6.00pm which includes a daily 1-hour break (30 minutes paid and 30 minutes unpaid). Hours for part-time employees are pro-rated accordingly.

**Diversity and Inclusion**

The museum pro-actively seeks to collaborate with institutional partners, individuals, and networks to realise its commitment to build a culturally diverse workforce. We positively encourage applications from underrepresented groups and consider candidates who are suitably qualified and eligible regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

**About the Design Museum**

The Design Museum is located in London and is the world’s leading museum devoted to architecture and design, It makes the impact of design visible and is the only place in the UK where the design industry, education and the public can come together to change the way people think about themselves and the future.

Since it opened its doors in 1989 the museum has displayed everything from an AK-47 to high heels designed by Christian Louboutin. It is a registered charity that has staged over 100 exhibitions, welcomed over seven million visitors and showcased the work of some of the world’s most celebrated designers and architects including Paul Smith, Zaha Hadid, Jonathan Ive, Frank Gehry, Eileen Gray and Dieter Rams.

On 24 November 2016, The Design Museum relocated to Kensington, west London. Leading architectural designer John Pawson converted the interior of a 1960s modernist building to create a new home for the Design Museum giving it three times more space in which to show a wider range of exhibitions and significantly extend its learning programme.

In July 2020, the Design Museum was awarded nearly £1 million National Lottery funding through the Arts Council’s Emergency Response Fund.

**Our vision, purpose, mission, and values**

**Our vision**

Our vision is a world where everyone values design

**Our purpose**

The purpose of the Design Museum is to make the impact of design visible

**Our mission**

* To build public awareness of design by connecting design with people’s lives and passions
* To reflect the designer’s role at the forefront of social, technological, and environmental change
* To serve the design community. Design is a practice, a diverse discipline, infinitely rich in approaches and characters. It is a young discipline, whose role in the world is evolving. Our unique approach to working with designers is to invite them to ‘think in public’

**Our values**

The museum’s core values are collaborative, welcoming, enterprising, and forward looking.

**designmuseum.org**