**head of corporate development**

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**Reports to: development director**

**Department: development**

**Responsible for: two corporate managers, one corporate executive**

**Contract: permanent**

**Overview**

The Head of Corporate Development is a key position within the development team. Responsible for developing and implementing strategies to engage and develop high value, sector-leading partnerships with corporates through a range of sponsorship opportunities and strategic alignment. As a member of the museum’s senior management team, they lead on corporate fundraising at the museum with enthusiasm, tenacity, and passion. They actively contribute to the successful delivery of income targets for a range of strategic museum projects including temporary exhibitions, learning and public programmes, as well as developing a wide range of commercial partnership projects.

They seek and secure new income from corporate partners and be responsible for their own portfolio of corporate sponsorship accounts as well as that of the corporate team, providing high quality account management to deliver long-term, high value strategic partnerships. They make direct approaches for funding, as well as assist, advise, support, and facilitate approaches by the Directors, Trustees and Senior Volunteers where relevant. They work across the fundraising team and wider internal departments, in planning and facilitating approaches to major potential donors and sponsors. They ensure that all written and verbal communications from fundraising reflect the agreed key messages of the museum and reflect its culture, ethos, and professionalism.

They work closely with the Development Director to develop and deliver an ambitious corporate strategy to provide ongoing revenue income for the museum’s dynamic and enterprising learning and exhibition programmes as well as other projects and activity. The role plays a critical part in delivering the museum’s ambitions and financial stability.

The Head of Corporate Development leads a team of three comprising of two Corporate Managers and one Corporate Executive and is part of the wider Development team that includes a Major Gifts, Philanthropy, Trusts, Foundations and Statutory funding team. The role reports to the Director of Development.

**Key responsibilities**

**Corporate strategy and business development**

* Together with the Director of Development develop a corporate strategy, budget and business plans that deliver the required annual income for the design museum from corporate partners. Including personal targets for the corporate team.
* To develop a multi-year pipeline of corporate opportunities. Including all relevant research and due diligence, risks and mitigation.
* To develop a range of engagement opportunities and stewardship plans. Making sure that the Trustees, Directors and other SMT’s within the design museum are utilised. Including preparing prospect briefing notes and devising approaches and cultivation plans for each. To deliver, review and assess progress against that plan, providing regular updates to the Director of Development.
* To work with key internal stakeholders such as the Exhibitions, Events, Communications, Collections and Learning teams, relevant curators, and, where possible targeted corporate prospects to develop specific funding opportunities which lend themselves to corporate sponsorship, and from them to create attractive proposals which offer mutual benefit.
* To manage a portfolio of relationships with sponsors and prospects, meeting all agreed obligations and delivering the highest possible standards of stewardship, ensuring all are invited to events and receive regular communications for the museum as appropriate and including the coordination of staff engagement activities and corporate events.
* To achieve the corporate budget for both income and expenditure.
* To seek new business opportunities to maximise income potential for the museum.
* To act as an ambassador for the Design Museum at private views, cultivation events and any museum related events.
* Working with teams across the wider organisation to develop and deliver partnership opportunities from design concept to exhibition etc.

**Staff management and development**

* To lead and manage the corporate fundraising team, managing the performance of the team to ensure they deliver their objectives.
* To lead the team, developing detailed action plans including KPI’s, timetables and responsibilities from the fundraising and events strategies for each strand of income generation (membership, sponsorship, CSR, commercial etc).
* To develop, coach and motivate the team to ensure that each member of the team reach their potential, including developing training and development plans for each.

**Person specification**

**Experience, skills, and knowledge**

**Essential**

**Experience**

* A proven track record of successfully delivering corporate partnerships that deliver fundraising income, increase reach, and build long term partners and lifetime value. Including but not limited to Sponsorship, Corporate membership, and foundations, Commercial, and CSR.
* Significant track record of developing and securing new business relationships with leading brands and companies. From idea concept to proposal delivery.
* Experience of budgets and managing risk and mitigations.
* Experience of organisational strategic planning and reporting, and of developing a successful corporate fundraising strategy and delivery plans.
* Credibility and experience of working with people at all levels including Trustees, Major Donors, and wider committees both internal and external.

**Skills**

* Highly developed people management skills and a track record of developing high performing individuals and teams.
* 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.
* Sophisticated communication, influencing and negotiation skills to present fundraising opportunities enthusiastically and effectively.

**Desirable**

* Experience of working with the CSR and/or Events teams from large corporates.
* Knowledge of tax law as it applies to sponsorship.
* An interest in design and architecture from the beginning of the 20th century.

**Terms and conditions**

**Salary: up to £55,000 per annum, dependent on experience**

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

**Hours: 37.5 hours per week/5 days 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**