**Job Description**

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| **Summary** | |
| Job Title | US Director of Strategic Partnerships |
| Department | Hope for Justice US Office |
| Location | Nashville, Tennessee |
| Full-time / Part-time / Job Share | Full-time |
| Reporting To | International Development Director |
| Job Purpose | The focus of this position is identifying and enabling strategic partnerships to provide steady funding streams, thereby enabling the organization to achieve its mission and goals. |
| **Duties & Responsibilities** | |
| * Develop a strategic Partnerships plan to meet corporate goals * Develop corporate partnerships to engage in the mission and programs of Hope for Justice, while building affinity for the organization to result in long-term collaboration and sustainable income * Secure key high net-worth donors to connect with and cultivate * Increase unrestricted revenues of US operations to achieve agreed targets, while sustaining the current level of donations * Work with the international team to develop an overall strategy to address long-term sustainability of funding streams * Work with donor retention staff to identify opportunities for sustainability and growth of current donor base * Identify gaps and solutions to address ongoing growth | |
| **Person Specification** | |
| * 10 years’ experience in a development/fundraising/strategic partnership role and a track record of success * Degree level education * Direct experience of the US voluntary fundraising environment and specialist knowledge and understanding of funding initiatives, including corporate partnerships * Proven ability to create and develop strategic partnerships and engage with and influence organizational stakeholders * Excellent skills in cultivating and managing major gifts and corporate partnerships * Experience of producing strategies /plans and budget planning and monitoring * Strong networking and interpersonal skills * The ability to work in a self-directed manner, and as part of a team, with the ability to work virtually with a team across different time zones * Experience in managing and developing staff * Excellent organizational, written and verbal communication skills * Experience of proactively planning, balancing and handling competing priorities * An ability to translate strategy into tactical plans and lead on project implementation * Ability to motivate and enthuse team members, volunteers and supporters | |
| **General Competencies** | |
| * Organised and methodical * Able to work in a team * Exceptional attention to detail * Works well with change * Values self-development * Able to prioritise own work * Decisive * Innovative and creative * Excels at negotiating and influencing * Excels at people/performance management * Excellent time management * Excellent problem solving * Proven ability to project manage * Supports and develops others well * Passion for the organizational aims of Hope for Justice * Willingness to travel up to 60% of the time | |
| **Review** | |
| Date Completed | 16.06.17 |
| Version Number | 1.0 |
| Approved By | IDD |