**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
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| **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
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| **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
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| **Review** |
| Date Completed | 16.06.17 |
| Version Number | 1.0 |
| Approved By | IDD |