



Sands
Application Information

Corporate Partnerships Officer

February 2023

About Sands

Sands exists to save babies' lives and ensure that anyone affected by pregnancy loss or baby death receives the support and care they need.

Sands provides bereavement support services both nationally through its Freephone helpline, mobile app, online community and resources, as well as locally through a network of around 100 regional support groups based across the UK and run by trained befrienders.

Sands works in partnership with professionals, trusts and health boards and offers a range of training programmes and bereavement care resources to ensure that every bereaved parent and family receives the best possible care wherever they are in the UK.

Sands promotes improvements in practice and supports research to better understand the causes of deaths and save babies' lives.

Sands raises awareness of baby loss and works with government, key influencers and other stakeholders to make reducing the number of babies dying a priority nationally and locally.

Over the past 44 years, Sands has grown into a national charity with a powerful vision shared by dedicated volunteers, fundraisers, members, donors, healthcare professionals, partners, staff and bereaved parents and families.

Sands has grown its income by 40% since 2012 and, as part of our strategic plan, is focusing on how we can make the biggest difference to the lives of bereaved families and save babies' lives. To find out more, visit www.sands.org.uk

Our vision at Sands is for a world where fewer babies die and anyone affected by the death of a baby receives the best care and support for as long as they need, wherever they live in the UK.

Join us and help create a world where fewer babies die.

Sands Staff Benefits

Annual Leave

Staff receive 28 days annual leave per annum pro rata, plus bank holidays. Staff will be required to take 3 days annual leave during the period between Christmas & New Year.

Employee Assistance Services

As part of its commitment to employee wellbeing, Sands offers all Staff access to the Bupa employee Assistance service which offers free and confidential counselling and wellbeing support. Support is available on a range of issues including legal, financial, emotional, health, and work-related concerns.

Sand Cycle to Work Scheme

Sands has teamed up with Cycle Solutions to provide a Cycle to Work Scheme, which you can join to make considerable savings on the cost of a new bike and equipment.

Sands Pension Scheme

Subject to eligibility, you will be automatically enrolled into the Aviva Personal Pension scheme as soon as your employment commences. You can decide whether to remain in the scheme and/or make additional voluntary contributions if you wish.

Life Insurance

All Staff are covered by a Life Insurance Policy which pays 3 x annual salary to nominated beneficiaries. Staff also have access to Canada Life's WeCare wellbeing platform including 24/7 online GP, mental health counselling and financial and legal support. Additionally Staff have access to Bereavement Counselling and a Probate Helpline.

Flexible Working

All Staff can apply for flexible working with effect from their first date of employment.

Maternity Pay

Staff on maternity leave are paid their full salary for the first 26 weeks of their period of leave.

Leave for the Death of a Baby or Pregnancy Loss

Any member of Staff affected by the death of baby or pregnancy loss will be granted leave paid at their normal salary, regardless of the type of loss.

Sands is a vibrant, growing charity!

With a clear strategy, Sands is repositioning as a learning, developing organisation which aims to achieve excellence through people and offers a collegiate, collaborative working environment – making it an especially exciting time to join the charity.

Sands is an inclusive and diversity-friendly employer. We are committed to promoting equality, valuing diversity and working inclusively. We welcome and encourage applications from people of all backgrounds and do not discriminate on the basis of disability, race, colour, ethnicity, gender, religion, sexual orientation, age or any other category protected by law.

About the role

Sands is recruiting a Corporate Partnerships officer to join our dynamic Partnerships and Philanthropy Team.

As part of a growing team, this role will have significant impact to drive the delivery of our diverse portfolio of partnerships, including strategic and commercial partners and charity of the year. This is a fantastic opportunity for an ambitious candidate to develop their fundraising skills within a sector leading organisation with rapidly growing Corporate Partnerships income, and to make a real difference to the lives of the people that have been affected by pregnancy or baby loss.

This important role supports the Partnerships and Philanthropy Team to grow and build strategic relationships with businesses across the UK. The post-holder will provide support to colleagues within the Partnerships and Philanthropy team to optimise income and awareness, and will therefore need to demonstrate initiative to identify innovative growth opportunities.

You will be responsible for working in partnership with the Strategic Partnerships Manager to develop and deliver an exciting portfolio of corporate products and events, with a focus on marketing Sands' Bereavement in the Workplace training, delivering our Small Business Strategy and providing a world-class supporter experience.

With a highly creative approach, you will be able to increase engagement and further develop communication channels appropriate to a diverse corporate audience.

Although previous fundraising experience is preferable but not essential, you will have excellent verbal and written communication skills and be able to meet tight deadlines within a busy but rewarding environment.

To apply:

Please submit your CV, together with a supporting statement that demonstrates how you meet the criteria in the person specification to recruitment@sands.org.uk. Please also complete the Diversity and Equality Monitoring Form and send this with your application.

Closing date for applications : 26th February 2023

As we have limited staff resources we are unable to provide candidates with feedback about their applications. **Interviews will be held online.**

Job Description

Job Title:	Corporate Partnerships Officer
Responsible to:	Strategic Partnerships Manager
Location:	Home-based with the opportunity to hot-desk at the Royal College of Obstetricians and Gynaecology in London
Contract:	Permanent
Salary:	£31,500 per annum plus £312 Home Worker Allowance per annum
Hours:	Full Time – 35 Hours per Week (Monday to Friday 9.30am – 5.30pm, with a 1 hour unpaid lunch break). Opportunity for flexible working

Purpose of role

Sands, the UK's leading pregnancy and baby loss charity, is looking for a Corporate Partnerships officer to join our dynamic Partnerships and Philanthropy Team. As a growing team, this role will have significant impact to drive the delivery of our diverse portfolio of partnerships, including strategic and commercial partners, and charity of the year. This Corporate Partnerships Officer role is a fantastic opportunity for an ambitious candidate to develop their fundraising experience and skills within a sector leading organisation with rapidly growing Corporate Partnerships income, and to make a real difference to the lives of the people that have been affected by pregnancy or baby loss. Previous fundraising experience is desirable but not required.

This is an important role that will support the Partnerships and Philanthropy Team to grow and build strategic relationships with businesses across the UK. You will be responsible for working in partnership with the Strategic Partnerships Manager to develop and deliver an exciting portfolio of corporate products and events, with a focus on marketing Sands' Bereavement in the Workplace Training, delivering Sands' Small Business Strategy and providing a world-class supporter experience. You will also draw upon your creativity to increase engagement and further develop communication channels appropriate to a diverse corporate audience.

The role will also provide support to colleagues within the Partnerships and Philanthropy team to optimise income and awareness, and require initiative to identify innovative growth opportunities alongside the wider Income and Engagement Team.

Skills and knowledge:

- Strong communication and relationship-building skills

- Knowledge of the UK fundraising environment and some understanding of the principles of corporate fundraising
- An eye for detail and high standard of accuracy
- Ability to manage your time and workload effectively
- Enthusiasm, energy and proactive attitude

Key Responsibilities:

While previous fundraising experience is desirable, it is not essential for this role. We do not expect the required candidate to be able to carry out all of these responsibilities to their fullest from day one but they will instead be trained with the support of the Strategic Partnerships Manager to develop their fundraising skills and abilities.

- Deliver high quality account management and supporter care for our portfolio of national and regional partners, Charity of the Year and commercial partners.
- Maximise value of each partnership and grow income potential through delivery of employee engagement activities including fundraising events, and identify cross-selling opportunities by working with the wider Fundraising Team.
- Manage partnership enquiries, responding to donors and thanking within appropriate timeframes
- Collate and provide engaging and dynamic partnership content for corporate enews and updates, Sands' communication channels
- Effectively monitor partnership activity and finances, ensuring accurate gift processing and support the Strategic Partnerships Manager with timely income forecasts and quarterly KPI reports.
- Support the Strategic Partnerships Manager to promote Sands' Bereavement in the Workplace training, including creating a pipeline, marketing, and converting enquiries into bookings
- Deliver a new recruitment and partnership strategy for SMEs.
- Support the Partnerships and Philanthropy Team to deliver partnership engagement activities during Sands Awareness Month, Baby Loss Awareness Week and during Appeals and Campaigns.
- To work flexibly and proactively with other members of the team.
- Keep accurate, up-to-date records in the charity CRM in compliance with data protection legislation and best practice.
- Follows best fundraising regulations practice, and comply with relevant legislation.
- To maintain confidentiality over personal information relating to staff.
- Abide by all Sands Policies and Procedures.
- Undertake all mandatory training as required.
- Participate in annual appraisal and personal development review.
- The post holder must familiarise themselves with matters relating to Health & Safety Management, as affecting themselves, their department and the organisation as a whole.

- Promote the Sands vision and values at all times.

Person Specification

Importance	Criteria	Assessment
Essential	Excellent verbal and written communication skills	Application and interview
Essential	Strong IT skills including the use of basic software	Application and interview
Essential	Ability to cope with demanding situations and work to tight deadlines	Application and interview
Essential	Strong organisational skills, with considerable attention to detail	Application and interview
Essential	Empathy with Sands' aims, and comfortable working within a bereavement environment and talking to bereaved people	Application and interview
Essential	Ability to maintain a high level of confidentiality regarding sensitive and confidential information	Application and interview
Desirable	Experience of prospect research using a variety of tools and techniques	Application & interview
Desirable	Experience of using administrative systems and CRM database	Application and interview