



## Job Description: Senior Strategic Partnerships Manager

LOCATION: LONDON OFFICE – MAY 2019

### About the Freedom Fund

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The Freedom Fund ([www.freedomfund.org](http://www.freedomfund.org)) is a leader in the global movement to end slavery. It:

- **invests** in those countries and sectors with the greatest incidence of slavery.
- **analyses** which interventions work best, and **shares** that knowledge.
- **brings** together a community of activists committed to ending slavery and empowered by the knowledge of how best to do so.
- **generates** private funding by demonstrating how effective interventions can protect those at risk of being enslaved and free those in slavery.

The Freedom Fund now has programs in India, Ethiopia, Thailand, Nepal and Myanmar. It currently supports and funds over 140 partners around the world.

### About the position

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This is a new role, adding much needed outreach capacity to our partnerships team at a time of rapid organisational growth. Reporting to the Managing Director (based in New York) and working out of the Freedom Fund's London office, the Senior Strategic Partnerships Manager contributes to all external relations initiatives, with a primary focus on fundraising.

The main purpose of the Senior Strategic Partnerships Manager role will be to build relationships with prospective donors both within the European marketplace and internationally. The Senior Strategic Partnerships Manager will also play a key role in helping the Freedom Fund to grow its global presence and maintaining relationships with current funders. They will serve as an external face of the organisation, pursuing new areas of funding and potential partnerships with a wide range of donors across Europe and elsewhere.

In addition to the Managing Director, the Senior Strategic Partnerships Manager will work closely with the other members of the global external engagement team, including the other Senior Strategic Partnerships Manager based in New York and the CEO, based in London. They will also engage with the donor development team based in London, which holds primary responsibility for grantwriting, donor reporting and other donor stewardship.

## Responsibilities

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Specifically, the Senior Strategic Partnerships Manager will:

### Fundraising

- Cultivate and track relationships with prospective funders, specifically related to new funding streams (including governments, foundations, HNWI, faith-based funders, fundraising competitions and awards);
- Perform detailed desk research on potential funders, maintain overall prospect list and track forthcoming RFPs;
- Manage and build engagement with Council of Advocates;
- Manage relationships with existing funders, as determined in collaboration with the Managing Director;
- Occasionally contribute to planning for donor trips and/or accompany donors;
- Serve as bridge between the fundraising and programs teams to ensure that fundraising priorities reflect program needs and realities;
- Contribute to fundraising planning and strategy;
- Draft correspondence with donors, including donor updates, thank you letters and emails;
- Other responsibilities/strategic focus to be determined in collaboration with the Managing Director and CEO.

### External relations and communications

- Contribute to fundraising-related events in Europe;
- Support the MD and CEO by preparing talking points and briefings for speaking engagements and briefings;
- Collaborate with the Communications Manager to ensure consistency of messaging related to fundraising;
- In collaboration with the MD, manage and cultivate non-funding relationships with partners such as institutions and peer organisations, including representing the Freedom Fund in various funder coalitions/groups;
- Represent and speak on behalf of the Freedom Fund in various forums;
- Collaborate with colleagues from various departments to write, produce and update collateral material.

### Other

- Contribute to various CEO and MD projects as required.

## Qualifications and experience

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### Essential

- A proven track record of cultivating new donors with the capacity to give large, multi-year funding commitments within the European market place and internationally.
- Minimum of five years of experience in fundraising or partnerships in a fast-paced non-profit setting.
- Exceptional relationship management skills.
- Outstanding oral and written English communication skills.
- The ability to work independently and manage multiple deadlines and priorities.
- Willingness and ability to undertake frequent travel within Europe, with occasional travel outside of Europe.
- Undergraduate degree (preferably related to international development, politics, human rights or social sciences).
- Excellent numeracy and Microsoft Office skills.

## Desirable

- Knowledge and understanding of modern slavery or related human rights issues.
- Advanced degree in related field.
- Public speaking experience.
- Experience using Salesforce or another CRM database.

## Personal attributes

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### Essential

- Ability to proactively identify key issues, think ahead, anticipate needs and use judgement to adapt solutions to meet situational needs;
- Attention to detail and outstanding organisational skills;
- Team player committed to the Freedom Fund's vision, mission, values and goals and passionate about human rights issues;
- Excellent social skills, able to operate with diplomacy, tact and empathy, working as part of a team in a co-operative and supportive way, with a wide range of individuals from diverse backgrounds;
- Fluency in written and spoken English with ability to communicate clearly and concisely, verbally and in writing, face-to-face and over the telephone at all levels;
- Ability to remain focused and calm under pressure in order to deal with ambiguities and conflict.
- Ability to work to tight deadlines and juggle assignments running in parallel;
- A commitment to excellence and a relentless pursuit of results with an exceptional work ethic and a can-do attitude;
- Ability to work independently, displaying strong initiative in solving day-to-day problems with limited direction.

## Compensation

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- £50,000 - £55,000 per annum (depending on experience), with slightly more for an exceptional candidate, plus 10% non-contributory pension scheme.
- 25 days holiday pro rata, plus public holidays.

## Application procedure

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Applications should be submitted in English and include a CV, cover letter (maximum one page) and contact details of two referees. **Please note that unless a covering letter is included outlining why you wish to work for the Freedom Fund and highlighting how your experience matches those outlined above, your application will not be considered.**

Please send applications by email in PDF format, including 'Senior Strategic Partnerships Manager- London' in the subject line to [jobs@freedomfund.org](mailto:jobs@freedomfund.org) by **midnight on 31 May**. Please note that only candidates selected for further consideration will be contacted. **No agencies please.**

**The first round of interviews will be held the week of 3 June.**

*The Freedom Fund is an Equal Opportunity Employer and encourages candidates of all backgrounds to apply for this position. Applicants must be eligible to work in the UK.*