



Junior Achievement of South Florida – Strategic Partnerships Manager

Position Description:

The Strategic Partnerships Manager reports directly to the Vice President of Development. This role oversees the stewardship of current donors and other strategic partners of the organization. This position may connect with potential donors, including donors identified by the Development team. In addition to the Vice President of Development, the Strategic Partnerships Manager works directly with the Development team members, senior management, donors, board members, volunteers, and suppliers/vendors. This position is a key member of the Development team, ensuring that current relationships are nurtured, and that donations and large sponsorships deliverables are fulfilled and new donors are engaged. This position is also responsible for building confidence in donors that their gifts have impact and to help strengthen their philanthropic support.

Primary Duties and Responsibilities

Stewardship:

- Provide strong vision and creative plan for a dynamic donor-centered stewardship program of acknowledgment, recognition, engagement and stewardship
- Formulate and execute innovative strategies and tactics that foster long-term relationships with donors including recognition initiatives, stewardship reports, tickets to select events, strategic communications and touch points
- Ensure all donors are properly thanked and recognized according to the stewardship plan
- Work to retain (at a minimum) and increase current support from all donors and sponsors
- Work with Development Team to adapt and personalize cultivation and stewardship strategies for various segments of donors and partners
- Work with Development, Special Events and Program Teams to plan and implement donor recognition, cultivation, and stewardship events, working to create an overarching event strategy, invitations, guest lists, program scripts, briefings, and awards
- Manage the JA Alumni and Volunteer Network members and cultivation events
- Manage the fulfillment of benefits for all sponsorships and targeted donations (tickets for a specific event, invitations to engage in programs, recognition via marketing, etc.)
- Work with the team to ensure donor's priorities are understood, documented and fulfilled accurately.
- Work with Marketing Manager to prepare Annual Impact Report and cover letters to donors
- Track all cultivation/stewardship activities within BCRM
- Manage the Stewardship budget

Cultivation and Communication:

- Oversee identification of prospects, cultivation and solicitation strategies and sponsorships.
- Identify and leverage JA USA/JA World programs/events/initiatives and recognition opportunities to offer to donors and prospects to deepen their connection to JA.
- Work across the organization with appropriate departments to conceptualize and develop packages for sponsorship.

- Connect with current partners and prospects to gain a clear understanding of their needs to influence customized sponsorship and proposal packages.
- Maintain accurate and updated records of all contacts and pipeline of opportunities, highlighting all the prospecting, research, networking, etc.
- Provide timely responses to prospects, and existing sponsor and partner requests, and work in a consultative manner to deepen the relationship
- Work collaboratively with marketing, special events and program staff to create customized content or presentations for use in mid-year and annual reporting meetings with partners • Assist in annual giving appeals strategy, marketing and relationship development • Attend events as needed in the organization and the community

Knowledge, Skills, and Abilities:

- Strong communications skills (written/verbal)
- Ability to manage projects
- Ability to design and execute a plan
- Ability to work in donor database systems
- Ability to handle several projects simultaneously in a dynamic, deadline-driven, team-oriented environment
- Interpersonal savvy to deal with high level donors, rental representatives, other external contacts
- Highly organized
- Results/action and solutions-oriented
- Organizational and political agility
- Unquestionable personal code of ethics, integrity, diversity and trust
- Self starter; ability to anticipate next steps; proactively take actions necessary to produce results
- Ability to multi-task; ability to take responsibility for a diverse number of projects and to complete them in a timely manner with limited supervision
- Ability to research and analysis skills
- Resourceful; creative problem solver
- Ability to help create the desired organizational culture
- Build trust internally and externally, and project a professional image
- Discretion to handle confidential information

Experience and Qualifications:

- Bachelor's degree preferred
- Proven track record of relationship building with individuals, corporate and government entities
- Proficient in Microsoft Office Suite
- Experience in customer service best practices
- 3 or more years experience with donor databases; BCRM experience a plus
- 3 or more years experience with developing and managing customer appreciation programs
- 3 or more years experience in executing donor and sponsor program deliverables
- 3 or more years experience in special event design and production

About Junior Achievement of South Florida: Junior Achievement of South Florida (JA) inspires and prepares youth to succeed in a global economy. JA provides real-world training in financial literacy including budgeting, spending, investing and the use of credit; offers cutting-edge skill-building opportunities that enable young people to explore meaningful, productive careers; teaches

students how to start businesses; and introduces entrepreneurial values that strengthen workplaces. Last year, with the help of over 7,000 trained corporate and community volunteers, JA delivered twenty-plus various programs to almost 50,000 students in classrooms throughout Broward and south Palm Beach Counties. For more information about Junior Achievement of South Florida, visit www.jasouthflorida.org.

To apply, please send your cover letter and resume to Jennifer@JASouthFlorida.org with the subject line of “STRATEGIC PARTNERSHIPS MANAGER”.

About Strategic Philanthropy:

Strategic Philanthropy, Inc. a south Florida based company, was founded on the belief that effective corporate giving can be so much more than simply writing a check to charities and nonprofits who ask for your help or involvement. It is our belief that when a company aligns its charitable giving with a strategic approach and measurable outcomes, the power of giving enhances a company’s brand, image and strengthens the relationships and partnerships within the community.

In short, Strategic Philanthropy gets hired by companies to give away their money to nonprofits that meet a company’s business goals and objectives. As you can imagine, we have many relationships with the nonprofits in our community. We value all of the programs and services they have to offer and work with them to help promote positions that are available within their organization so that they may find the best talent possible.

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