OPERATION GRATITUDE
Position Description

JOB TITLE: Manager, Corporate Partnerships
DEPARTMENT: Development
REPORTS TO: Chief Development Officer (CDO)
LOCATION: Remote
TRAVEL: 5%

MISSION + VISION:

Mission: Our mission is to honor the service of our military and first responders by creating opportunities to say thank you

Vision: We are focused on a future where all who serve believe the American people care

THE OPPORTUNITY:
The Manager of Corporate Partnerships is responsible for building on Operation Gratitude's existing corporate engagement programs by prospecting, developing of a pipeline, and ultimately securing new companies that want to support Veterans, Military, and First Responder communities. Additionally, when needed/appropriate, this role works closely with senior leadership to engage corporate partners interested in supporting the organization.

KEY RESPONSIBILITIES:

• Prospect potential companies that align with Operation Gratitude’s vision and mission.
• Create unique opportunities for companies to financially support Operation Gratitude ranging from cause marketing campaigns to Care Package sponsorships.
• Handle day-to-day management of corporate partnerships; draft proposals, approve assets in partnership with the communications team and draft, review and amend corporate partnership agreements.
• Serve as point of contact for companies interested in learning more about corporate partnership opportunities: schedule calls, answer questions, send all details and partnership agreements; for those interested in also learning more about employee engagement opportunities, help secure sponsoring engagement programs and hand off the relationship to the Director of Corporate Engagement.
• Utilize Salesforce and LinkedIn to identify and research companies that support Veterans, Military and First Responder community.
• Develop and maintain a prospect portfolio of leads by setting calls and meetings, building relationships, working through challenges and receiving a commitment support Operation Gratitude through an engagement or fundraising activity/campaign or initiative.
• Provide effective communication and encourage teamwork with and among corporate partners and other Operation Gratitude team members, specifically with the development, operations and programs teams.
• Cultivate relationships to recure renewals and encourage deeper commitments in future years.
• Other duties as assigned.
KEY REQUIREMENTS:

- Prospecting through LinkedIn and other outlets to establish new donation revenue.
- Strong business and nonprofit knowledge; experience setting ambitious goals and achieving results.
- Demonstrated organization and communication skills.
- Visionary, results-oriented and relationship-driven.
- Clear entrepreneurial, proactive attitude towards growing a individual giving program.
- Ability to establish, cultivate and steward strong professional relationships with stakeholders to build lifelong partnerships and trust while aligning their passions with the mission, priorities and goals of OG.
- Collaborative problem solver who brings an entrepreneurial approach to designing personal donor engagement strategies.
- Innovative, self-motivated, able to manage multiple projects well, working both independently and as a team member.
- Exceptional interpersonal, written, and oral communication skills.
- Strong organizational and time management skills.
- Ability to travel as necessary for the purpose of prospect and donor cultivation and solicitation.

QUALIFICATIONS:

- Excellent written and verbal communication skills
- Deep understanding of the importance of properly recognizing volunteers and supporters both in-person and remotely.
- Highly organized and self-starting with the ability to handle multiple projects and priorities with an appreciation for detail
- Strong interpersonal skills, including an ability to maintain positive professional relationships with a range of people including Military community members, funders, influencers, and the media both in person and by writing/phone
- Strong administrative, organizational and time management skills; ability to establish and manage priorities and meet deadlines
- Must be flexible and able to work some nights and weekends

**SALARY RANGE IS HIGHLY COMPETITIVE ($60,000-$80,000 DOE) AND COMMENSURATE WITH QUALIFICATIONS AND EXPERIENCE. A comprehensive benefits package will be offered.**

**Location: Remote**

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*Operation Gratitude is an equal opportunity employer*

*For more information about Operation Gratitude, please visit [www.operationgratitude.com](http://www.operationgratitude.com)*

*To apply, please email your resume and cover letter to Cheryl Zerah at resumes@operationgratitude.com*