

Partnerships Manager – Compassion Ireland

Reporting to	Senior Partnerships Manager
Responsible for	No line management responsibility
Location	Home-based
Travel	Extensive within Ireland and some overseas travel will be required

About Compassion Ireland

At the heart of Compassion’s ministry is a relentless passion to act on our faith and empower every child left vulnerable by poverty: a purpose embodied in the phrase “**Releasing children from poverty in Jesus’ name**”. Our work is **Christ centred, child focused, and church based**. You can read more about these principles and our history [on our website](#).

Compassion Ireland forms part of the federated and partnership-based structure of Compassion International, however the organisation is an independent charity. In addition to this federated structure, Compassion UK, a separate entity, is contracted by Compassion Ireland for the delivery of marketing and back-office support services.

About the role

As a **Partnerships Manager**, you’ll work to establish, build, maintain and grow relationships with existing and potential Church Partners to manage local events in order to maximise the opportunities from these partnerships and to achieve acquisition objectives.

Responsibilities

Actively maintain and promote Compassion Ireland’s Christian ethos and values

- Take personal responsibility to participate positively in the spiritual life of the organisation;
- Pursue your Christian faith and personal relationship with God through ongoing collective and individual spiritual development, prayer, and worship;

Live and work in accordance with Compassion Ireland’s [Statement of Faith](#), [Core Values](#) and other policies including [our commitment to Child Protection](#).

Maximise the number of child sponsorships from from churches and local events

- Maintain and develop existing Supporting Church Partnerships (SCPs) as well as proactively identifying and building new SCPs by creating opportunities, following leads and visiting churches and organisations;
- Undertake reactive and proactive telephone, email and mail contact with key partners / churches;
- Ensure churches are kept engaged and serviced appropriately, either in person, remotely via telephone / email, by church volunteer speakers or self-led services;
- Help SCPs achieve their own missions objectives by finding creative solutions available from Compassion's portfolio;
- Consult with the Senior Partnerships Manager on any church of 200 or over in size before agreeing meetings, launches or celebrations;
- Manage issues and resolve queries coming from your SCPs;
- Lead overseas tours for prospective or current SCPs (subject to a maximum number each quarter/year as agreed with the Partnerships Director);
- Ensure all data is kept up to date and returns are implemented on time.

Work collaboratively across Compassion UK to effectively meet objectives

- Maintain strong relationships with local partners and recommend any new events / ambassador opportunities to the Events Team;
- Work closely with the Partnership Support Department; to source collateral, children for sponsorship, to gain business intelligence, to receive assistance on arranging church leader meetings and to arrange visit requirements to the field;
- Collaborate with the Volunteering Team to identify volunteers for events, speaking etc. actively training and building relationships;
- Seek opportunities and for interventions in collaboration with the Head of Philanthropy.

Assist the effective working of the Partnerships Department

- Attend departmental and one-to-one meetings, either in person or over video conference;
- Recommend ideas for new / updated materials including written, web, etc.;
- Advise and input to the Senior Partnerships Manager budgetary planning as appropriate and ensure any delegated budget is managed effectively.

About you

To flourish in this role, you'll need:

- **Sales and marketing experience** essential with a proven track record of sales achievement and the ability to generate opportunities and manage relationships
- **An understanding of the aspirations of church leaders** and the challenges they face in their ministries
- **To be a confident and effective public speaker**
- **Educated to at Leaving Certificate level** and/or be able to show relevant work-based experience in a results driven organisation
- **Core office/administrative skills.** You must be fluent in English and competent in written and numerical work, with experience of basic office systems such as Microsoft Office.
- **A full driving licence with car** (mileage expenses paid)

It would help (but isn't essential) to have:

- **A proven track record of excellent persuasive telephone skills**

We need you to be:

- **Personally committed to the Christian faith.** There's a genuine, legitimate and justified occupational requirement for the holder of this role to be a practising Christian, in order to promote Compassion Ireland's religious ethos and help others to experience, explore and express the faith-based motivation of our work. This is in accordance with the exception set out in [Section 37 \(1\) of the Employment Equality Acts 1998 to 2015](#).
- **Deeply connected to Compassion's ministry to children.** You must feel a personal calling to reach out in Jesus' name to children suffering the injustice of poverty. You must be eager to play your own part in achieving our mission. You must be committed to working in a way that promotes child protection, particularly by speaking out immediately if you have child protection concerns.
- **Aligned to Compassion Ireland's cultural attributes.** We strive to live and work in a way that is passionate, innovative, collaborative, effective, grace-filled, and joyful. We expect you to be able to live out these attributes and hold yourself accountable for growing in them.
- **Good time management skills** and the ability to manage a demanding and flexible working pattern.
- **Proactive relationship building,** influencing and communication skills with the ability to relate effectively to different people irrespective of culture, age, denomination or position.
- **Able to work independently and as part of a team.** We expect you to be able to independently manage your own workload, including working well under pressure and prioritising your tasks.

You'll also need to communicate and coordinate effectively with our wider team to deliver your goals and support others to deliver theirs.

- **Able to perform to a high standard**, add value and contribute in a meaningful way; eagerly desiring to go above and beyond to accomplish outcomes with excellence.
- **Creative, innovative and flexible**. You must enjoy exploring change and be happy working in a fast-paced environment. We'll need you to grasp new initiatives quickly and with a positive approach, so that you're able to confidently train others.
- **Willing and able to undertake periodic overseas travel.**

Information for applicants

Salary	€22,164 pa (pro rata within the grade €36,940 to €47,670 pa)
Hours of work	21 hours per week over a flexible working pattern with some Sunday working

Salary

Compassion Ireland operates a salary grading system, with increments based on performance.

Annual Leave

Annual leave and public holidays are granted in accordance with the Organisation of Working Time Act, 1997. The annual leave entitlement for this role is 87.4 hours in each leave year which runs from 1st January to 31st December. During annual leave an employee is paid holiday pay in line with the provisions of the Organisation of Working Time Act, 1997. If employment commences or terminates part way through the leave year, or if the employee is part-time, entitlement to annual leave will be calculated at 8% of the hours worked in the leave year.

Every employee will be required to use some of their annual leave entitlement to cover compulsory leave, to accommodate the shutdown over the Christmas (usually around 21st December to 1st January) holiday. Exact dates in any year will be notified to employees no later than 21 November of the leave year concerned.

In respect of a public holidays, part-time employees must have worked at least 40 hours in the 5 weeks ending on the day before the public holiday to qualify for public holiday benefit.

Probation / Review periods

- New staff: six-month probationary period with three-month review;
- Internal appointments: performance review at three and six months.

Statement of faith

Compassion is a Christian organisation. All applicants for this role are subject to an occupational requirement to be in full agreement with our Christian faith-based ethos, faith statements, and values, and be able to live and work in accordance with them. One area of the interview will therefore explore your active personal commitment to the Christian Faith.

Child protection

Compassion is a child-focused ministry; we believe every child should be known, loved and protected. One area of the interview will explore your personal commitment to child protection. This role requires the applicant to have Garda vetting. A satisfactory vetting disclosure will be a requirement once a conditional offer of employment is made to successful candidates.

Applicants with disabilities

Applicants with disabilities will be welcomed. We are committed to making reasonable adjustments and addressing any individual support requirements for prospective employees with disabilities.