

CORPORATE PHILANTHROPY MANAGER

COMPANY OVERVIEW

Feeding Tampa Bay food bank is a hunger relief organization who feeds the 700,000 hungry in West Central Florida. The Feeding Tampa Bay food bank is committed to building community awareness and creating an efficient food distribution network in a 10 county area.

POSITION SUMMARY

The Corporate Philanthropy Manager is responsible for the planning, implementation, management and oversight of all corporate fundraising at Feeding Tampa Bay, primarily focused on corporations, corporate foundations and other business organizations in our community. This includes donor solicitation, brand partnerships, cultivation, sponsorship relationships, communication, tracking and stewardship. In addition, this position works with our larger community partners to build and execute a strategic approach to brand development endeavors in order to generate strategic corporate relationships.

JOB OVERVIEW

Email: aehrman@feedingtampabay.org

Phone: No phone calls accepted

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Implements and manages a comprehensive, proactive development plan focused on expanding and enhancing corporate and foundation relationships by directing and coordinating activities related to obtaining corporate and foundation monetary support.
- Works closely with marketing & communication team members to build awareness opportunities and giving incentives for corporations and corporate foundations, including event sponsorships, cause-marketing opportunities, and employee giving campaigns.
- Works with Chief Development Officer, establishing strategy and key funding priorities to enhance, diversify and deepen FTB's corporate giving program; working to initiate, facilitate, and steward relationships through an engagement pipeline to maximum involvement
- Identify emerging business leadership and industry trends with a special emphasis on developing high value-exchange corporate alliances and identify, evaluate, cultivate and solicit philanthropic commitments to support the mission and goals of FTB
- Build and foster a network of relationships through strategic brand outreach to create new opportunities and drive revenue for FTB
- Manage a portfolio accurately, ensuring all contacts and information is up to date in FTB's CRM system, and reports are accurate and completed in a timely manner; participating in the prospect research process to build a robust pipeline of future corporate partners
- Manages and implements all aspects of the corporate foundation and corporate giving programs with the highest degree of professionalism, confidentiality, tact and responsiveness, including identification and outreach to potential funders, execution of cultivation, solicitation/application and stewardship activities
- Works with grants team to submit proposals and funding requests with narratives and budgets for grants and gifts in response to specific corporate interests, institutional priorities and areas of greatest potential impact
- Embraces and clearly articulates FTB's mission and funding priorities to prospective donors through face-to-face meetings, written communications and presentations
- Maintain high quality stewardship process for active corporate and foundation prospect and donors. Ensure that stewardship and reporting requirements are met to sustain successful partnerships by maintaining detailed records of solicitation activities
- Works with Chief Development Officer, FTB marketing and outside design agency to put together materials as needed
- Collaborates with the volunteer engagement team to develop engagement and volunteer opportunities for corporate employees
- Presents FTB to potential community partners on and off site including tours, presentations, forums, events, etc.

EDUCATION and/or EXPERIENCE

Bachelor degree preferred; or five years' professional experience in business development (non-profit/for-profit), fundraising, and/or equivalent combination of education and experience. Proficient in Microsoft office (Outlook, Word and Excel). Commitment to understanding and supporting FTB's mission. Excellent communication and project management skills; multitasking; meeting deadlines and working effectively under pressure. Ability to juggle multiple projects with attention to detail and accuracy while adhering to deadlines in a high-energy, fast-paced environment with minimal supervision. Comfortable and effective in settings with clients to senior executives. Strong, polished presentation and negotiation skills. Basic understanding of non-profit accounting and experience managing a budget. Ability to solve problems and show initiative. Exercise good judgment and discretion; strong ethical character capable of handling confidential information. Ability to work as a team member, supporting organizational goals. Open-minded and willing to explore out-of-the-box engagement options. Good sense of humor!