

THE MIX

Recruitment Partnerships Manager



About The Mix

The Mix is a free, confidential support service for under 25s - making a massive difference to over two million young people in the UK each year. Whatever issue a young person is facing, The Mix is always there for them - online, over the phone or via social media. It connects young people to experts and their peers to talk about everything from money to mental health, from homelessness to jobs, from break-ups to drugs.

We are one of the eight charities forming the Duke and Duchess of Cambridge and Prince Harry's Heads Together campaign to end stigma around mental health and will continue to work with them on raising awareness and providing vital help for people with mental health challenges. We work on high profile campaigns to change attitudes and raise awareness with the likes of Daniel Radcliff, Lady Gaga, and most recently Russell Brand. We work with TV shows like Hollyoaks to help young people understand sexual consent and big brands like River Island, Dixons Carphone and Lloyds Bank on everything from money to masturbation.

Today's young people face an unprecedented range of challenges. They are possibly the first generation worse off in physical and emotional terms than their parents. The Mix's mission is to ensure that every young person can make informed choices about their wellbeing – wherever and whenever they are: www.themix.org.uk

Vision, Mission and Values

What we do: The Mix is here to take on the embarrassing problems, weird questions, and please-don't-make-me-say-it-out-loud thoughts that people under 25 have in order to give them the best support through our digital and phone services.

Vision: To be the first point of contact for under 25s. We know that with the right skills and opportunities, you can take on anything that life throws your way.

Mission: To empower everyone under 25 in the UK with the knowledge, skills and confidence to make the right first steps in life. Life is hard, but support doesn't have to be.

Values:

- **Empowering** - we lead, we train & support, we respect, we give space to grow, we give power to chose
- **Brave** - we innovate, we pioneer, we take risks, we tell it how it is
- **Supportive** - we listen, we encourage, we care, we're understanding, we are empathetic
- **Collaborative** - we are open & transparent, we co-create, we respect, experience & expertise
- **Proactive** - we create situations, we make things happen, we get things done
- **Non-judgemental** - we do not judge, we do not criticise, we do not blame

Job Description

Job title	Partnerships Manager
Department	Fundraising & Development
Reporting to	Director of Fundraising & Development

Overall Purpose of the job:

- You will personally develop new long term commercial and corporate relationships, build networks and work with key stakeholders to create exciting, innovative and sustainable income. You will grow our portfolio of partners and commercial relationships. You will create new commercial opportunities for the charity and you will expand our existing new business programme. You will work closely with partners to increase their engagement and grow our income. You will steward partners to become closer to the cause and become passionate about our work. You will support partners to become advocates of our cause. You will develop programme specific expenditure budgets, ensuring accurate forecasting and robust financial management. You will be accountable for annual income targets for commercial and corporate income.

Key areas of responsibility:

- To work with the fundraising and development team to identify and implement a strategy for key income streams for The Mix including but not limited to: corporate partners, commercial entities, charities, government and local authorities.
- To work with staff from across the charity to research, identify and create exciting funding opportunities from The Mix's wide range of projects and programmes.
- To identify, create and secure opportunities for new and non-traditional revenue streams and sources for The Mix in line with our strategic priorities.
- Working with external sources to investigate and deliver solutions to generate income through consultancy which utilise The Mix's digital services and our expertise in working with young people.
- To work with the Director of Fundraising to ensure that proposals, bids and applications to potential partners that are innovative and professionally presented.
- To ensure effective prioritisation of proposals and pitches in a timely and effective manner in line with organisational priorities.
- To ensure that all fundraising opportunities are identified and promoted effectively via traditional methods and through our marketing team.
- To ensure partners are appropriately stewarded and thanked.
- To ensure all contacts and proposals are properly monitored and recorded and success rates tracked through The Mix's financial systems and Salesforce.
- To line manage the Corporate Partnerships Officer to assist with all corporate and commercial activities.
- To work with the Director of Fundraising & Development to represent The Mix externally at fundraising and profile-raising events and relevant sector forums.
- To keep abreast of and share developments in corporate and commercial fundraising.
- To do other related duties to this role, as required.

Person Specification

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Essential

- A proven track record of successful income generation from corporate and/or commercial sources.
- Strong ability to sell and promote services/projects to commercial organisations and companies
- Experience line managing staff and/or volunteers, preferably in a fundraising environment.
- Experience in project management – including budget development and day to day management, project planning and delivery, and project evaluation.
- Excellent people skills, adaptable and flexible in manner and approach
- Excellent planning, problem solving and organisational skills.
- Excellent written and verbal communication.
- Ability to work on own initiative and as an active team member.
- Ability to work under pressure and in a fast-paced environment.
- Ability to take risks and learn from mistakes.
- A passion for working with young people

Desirable

- Experience and/or understanding of other fundraising income streams.
- Experience working with Salesforce, or similar Fundraising database.
- A strong network within the charity and funding sectors.
- Interest and/or enthusiasm for using digital for good.
- An understanding of safeguarding, confidentiality and safe working practices.

Terms and Conditions

Salary:	£26,500 - £35,000 per annum pro rata (depending on experience)
Contract:	Permanent
Location:	The Mix office near Bond Street
Pension	2% employee contribution secures 4% employers' contribution to stakeholder pension scheme.
Hours:	This post is full time Monday to Friday with 35 working hours a week. Occasional evening and weekend work will be required for which time of in lieu will be given.
Annual leave:	You will be entitled to 35 days of holiday pro rata, which includes the 8 Statutory Bank Holiday during each year.

Benefits:

- Flexible and remote working available
- Childcare vouchers
- Eyecare vouchers
- Life assurance

- Weekly staff socials, plus Summer and Christmas Party
- Colleague of the month – awarded half a day extra annual leave
- Central London location
- Clinical supervision offered for front line services staff
- Coaching Environment
- Learning, development and training options

Employee Experience

Check out our `Meet our Staff` Video on our YouTube channel

https://www.youtube.com/user/TheSiteVideos/featured?disable_polymer=1

Testimonials

Nadia Inwood – Volunteer Manager

I've been working for The Mix now for around 4 years as the Volunteer Development Manager. I really enjoy my role and feel lucky that I work in an organisation that really fosters a positive, collaborative working ethos. On a daily basis I get to work across teams, I really feel this has been a big plus in my personal development. I'm lucky to work with a really great team of people who are all so passionate about what they do. The Mix has some really great benefits too, including



weekly socials and opportunities for the staff to get together and have fun. Being a mum of two young children, I really value the flexibility The Mix offers with my working hours. I feel able to balance work and life just a little bit better. What I love the most, is that The Mix never stands still, I'm constantly learning and developing and know I'm making a difference.

Amina Abdillahi – Youth Support Officer

Before starting at The Mix as a Youth Support Officer, I was a volunteer here for about 3 years. What I loved most about volunteering here is how warm and friendly the helpline staff were. I felt lucky that I was able to meet people from all walks of life so when the role came up, I decided to give it a go. Having been a volunteer, I adapted to some things quicker than others. Thankfully the helpline team were very supportive and I was given time to learn the skills I would need to be successful. I enjoy the opportunity to work across other teams and get involved in their projects. The office itself is social and lively, there is definitely always someone to talk to and interact with.

How to apply

To apply, please send a CV and a covering letter addressing the attributes outlined in the Job Description and Person Specification to workforus@themix.org.uk.



Have a look at our social media

