

Senior Officer - Corporate Partnerships (Maternity Cover)

Full-time fixed-term position covering maternity leave

[Ashden](#) is the UK's leading sustainable energy charity. We believe that sustainable energy can have a transformative impact on individual lives worldwide. As well as being essential to tackling climate change, access to sustainable energy also improves health and well-being, increases education opportunities, improves food and water security and boosts local economies.

Our mission:

To accelerate the transformation of global energy systems so that everyone, regardless of geography or status, has access to sustainable energy.

The world faces a massive and increasingly urgent challenge to decarbonise its energy systems in order to keep to the ambitious targets set in Paris in 2015 to keep global warming well below 2 degrees. At the same time urbanisation is growing rapidly and billions worldwide lack access to clean, affordable and sustainable energy.

We believe that the pioneers and innovators at the cutting edge of sustainable energy have a crucial role to play if we are to change the world. We know that their solutions work but they need to be taken to scale – that's why we reward, support and promote them – but we are small and can only do so much, so we need to inspire others to do more. To achieve this we now want to bring our extensive insights and knowledge from the ground up, and to tell the stories of our winners to those with influence at a global level, those who can change policy and drive finance into the sector. And on the ground we work with energy pioneers to help them scale and drive change at a local level.

Everything we do enables us to gather insights and knowledge from the ground up: to understand better what's wrong in the world; to identify the best solutions and to clarify what's needed to scale them. Our model of identifying the best examples of sustainable energy and working with them gives us a unique perspective on what works from the ground up and this information we now want to maximise to create high impact.

Find out more about Ashden and our winners [here](#).

Working at Ashden

Ashden is an exciting place to work and we pride ourselves on looking after our team well. We offer opportunities for learning and support our staff to reach their potential. But don't take our word for it – here's what some of the team say:

“It is great to work in an organisation where people are enthusiastic about their jobs and really believe in the work that we do. Ashden as an organisation really understands and supports flexible and remote working, which means that being a working mum is manageable.”

“What I like most about working at Ashden is that I learn something new every day – we have a team of people with expertise and skills in such different areas, from the ins and outs of how a micro-hydro system works, to the government’s latest strategy around climate policy to media and PR.”

Everyone is happy to share their knowledge and turn-around from their desks to have a chat about what’s going on in the world. (climate and energy related and the latest Game of Thrones episode...) You are also encouraged to share ideas and contribute to the direction the charity is heading in – everyone is listened to and you’re allowed to experiment and try new things.”

“Ashden is an exciting and dynamic place to work, there’s always new things coming up, and the team pulls together to deliver high quality programmes and events. It can get hectic at times, but even the busiest people are always willing to lend a hand.”

“We have a small team of lovely, passionate and like-minded people, like an extended family. The work we do has a huge impact on people’s lives, and I get to see and experience it first-hand. We have a flexible office with great resources and support infrastructure.”

Working at Ashden offers a unique opportunity to understand what’s happening at the cutting edge of sustainable energy and international development and to work with leaders in the sector. The role is based in London but offers the opportunity to travel to meet existing and potential Ashden winners in the field.

Senior Officer – Corporate Partnerships contribution

Corporate partnerships are a key part of Ashden’s funding mix. We have been very successful over the years at attracting and retaining funders from the private sector, notably Citi, Impax Asset Management, Bloomberg New Energy Finance, HSBC and Bank of America Merrill Lynch.

This role will be responsible for managing and growing Ashden’s partnerships with the private sector.

The team

This role will join a team of three others, managed by the Director of Development and working alongside the Development Manager and Development Officer. They will also work closely and collaboratively with the wider Ashden team, engaging our winners, partners, supporters and stakeholders.

The skills and experience we are looking for

We are looking for someone with excellent writing skills and the ability to write compelling proposals and accurate reports. Your confident networking and verbal communication skills will enable you to establish and maintain good relationships at all levels with our corporate supporters. Good administrative skills are essential too to ensure that you can manage and prioritise your busy workload, meet deadlines, and keep accurate records.

A passion for fundraising and an appetite to meet targets coupled with a track record of successful relationship/account management is vital. You may already be working in the

environment sector or have a keen interest in environmental issues and will have at least two years' experience in corporate fundraising or account management.

Responsibilities

- Manage and develop the pipeline of corporate partnership opportunities and secure new partnerships on Ashden's behalf.
- Steward and maximise our existing corporate partners.
- Achieve targets and corporate fundraising objectives.
- Ensure consistent and high-quality account management is applied to all of Ashden's corporate partnerships.
- Write compelling sponsorship proposals and reports.
- Develop and deliver pitches to corporates.
- Ensure that Ashden adheres to legal and ethical requirements pertaining to corporate fundraising, data protection and confidentiality.
- Help support the development and delivery of high-quality fundraising events for corporates and other funders.
- Help support the development of other income streams, particularly High Net Worth.

Finance and administration:

- To record all financial transactions in an accurate and timely manner and in liaison with the Development Officer and Finance Manager.
- To maintain accurate paper and database records on corporate partners.

General responsibilities:

- To keep up to date on relevant fundraising legislation.

Person specification

Essential

- Highly proficient in writing proposals, reports and other corporate partner related communications.
- At least two years' work experience in a corporate fundraising or account management role.
- Experience of securing funding from corporate sources.
- Experience of working to targets and reporting on income and expenditure.

- Experience of successful relationship management/ account management.
- Confident communicator with internal and external stakeholders at all levels.
- Able to prioritise a busy workload and meet deadlines.
- Ambitious, entrepreneurial and professional approach.
- Interest in sustainability.
- Graduate or equivalent.
- Fluent in Microsoft Office suite including Word, Excel, PowerPoint.

Desirable

- Experience of working for an environmental charity.
- Experience of implementing a corporate fundraising strategy.
- Experience of developing and implementing a successful corporate friends or equivalent corporate membership programme.

Working conditions and benefits

Ashden aims to be a progressive and considerate employer and assist employees to maintain a healthy work/life balance. We offer excellent staff benefits and have lots to make working life comfortable, from our location in a modern office next to Victoria station, IT support, regular lunch and learn sessions, access to [Perkbox](#) - to fresh fruit deliveries twice a week.

Contract: Full-time, fixed-term contract for circa nine months

Salary: £32,000 - £35,000

- Hours: 35 hours per week with some flexibility;
- 22.5 days' annual leave, inclusive of public and bank holidays for the fixed-term period. Additionally, the three working days between Christmas and New Year's Day which are not public holidays, when the offices are closed.
- A sum equivalent to 12% of annual salary paid into the Group personal pension scheme.
- Death-in-service insurance policy at four-times annual salary.
- Permanent health insurance (75% of salary).
- Entitlement to join the private medical care scheme. This is a taxable benefit.
- Interest-free season ticket loan.
- Employee Assistance Programme.
- A range of salary sacrifice benefits which staff can select to suit their needs.

Location: Fully accessible offices in London Victoria.

Application process

Applicants should send a CV and covering letter of no more than two sides, outlining how they meet the skills and experience required for this role to applications@ashden.org

The closing deadline for applications is **5pm on Wednesday, 28th August**.

Please note that Ashden can only accept applications from individuals with the right to work in the UK. We are unfortunately unable to sponsor working visa applications.