



## Corporate Partnerships Development Officer 2025 Job Description

### **Scope and Position Responsibilities**

Cultivate philanthropic relationships with individuals, companies, and organizations with a passion for eradicating poverty while working closely with the VP of Partnerships, the CDO, and the development team to actively drive strategy, process, fundraising, and partnering efforts with a focus on corporate philanthropy. In addition to fundraising, the candidate will seek revenue-generating opportunities with corporate partners in support of CrossPurpose's programs including but not limited to the employment of our Leaders. This Officer will serve as the primary relationship to a portfolio with a build toward 125-150 new philanthropic relationships to the organization. Expectations are that within three years the portfolio will include 10-15 corporate partnerships that generate six-figure gifts annually.

**Department:** Development

Supervisor: VP of Partnerships

Direct Reports: 0

Indirect Reports: 0

### **Major Areas of Responsibility**

- Prospect, identify, qualify, cultivate, solicit, and steward a portfolio of individual and corporate prospects and benefactors.
- Build a strategy of mutually beneficial partnership agreements, including but not limited to, joint marketing initiatives, audience collaboration, and co-branding opportunities. Lead negotiation process with prospective partners, ensuring mutually beneficial agreements for all parties.
- Write gift proposals and make explicit invitations to acts of generosity.
- Track and record activity and touchpoints within the tech stack platforms at CrossPurpose including Salesforce, Dashboards, and Portfolio management documents
- Contribute to the goal-setting and planning of corporate engagements.
- Coordinate and execute cultivation events for benefactor identification and qualification.
- Attend and participate in external events where potential benefactors will be present. Provide exemplary stewardship communications to benefactors.
- Participate actively in CrossPurpose staff meetings, cross-departmental projects, initiatives, etc.
- Report and communicate performance metrics relevant to portfolio revenue, actions, and retention. Analysis and assessment of KPI to guide data-driven decisions.
- Create and provide gift impact reports to benefactors, partners, and stakeholders

promptly.

- Expected Revenue generation of \$375+K
- Other duties as assigned

### **Qualifications**

- Bachelor's degree preferred
- Corporate Sales Experience preferred
- Familiarity with corporate fundraising strategies
- Ability to navigate at and within the C-Suite
- Strong verbal communication skills
- Must be excellent with Account Management
- Ability to work in a team environment Ability to problem-solve, multi-task, complete work on time, and work independently
- Ability to become proficient quickly in Google G Suite and other software
- Deep passion for the CrossPurpose mission and values.

### **Hours, Compensation, and Benefits**

**Hours:** 40 hours - with expectations that work will be performed at client sites nearly daily, servicing internal and external meetings as well as special events, networking events and the like.

**2025 Salary/Wage: \$84,000 - \$100,800 Annually (Development Officer II)**

**Vacation:** 15 days per year, plus the office is closed Christmas Day - New Year's Day, and staff have limited duties

**Sick Days:** 5 days per year

**Insurance Benefits:** Health, dental, vision, workers compensation, unemployment, short-term disability, long-term disability.

These and other benefits are discussed in more detail in our Employee Handbook.