

Corporate Account Manager

Job description

Together we are help and hope for everyone living with dementia



Who we are

Dementia is the UK's biggest killer. One in three people born in the UK today will develop dementia in their lifetime.

At Alzheimer's Society, we're the UK's leading dementia charity and the only one to tackle all aspects of dementia by giving help and hope to people living with dementia today and in the future. We give vital support to people facing the most frightening times of their lives, while also funding groundbreaking research and campaigning to make dementia the priority it should be.

Together with our supporters, we're working towards a world where dementia no longer devastates lives.

Our values

Our values tell everyone who we are as an organisation.

Our values make sure that our focus is clear for the challenges and opportunities ahead and remind us of what we all stand for.

Our values are evident in everything we do, how we do it and how we work together.

These are not just words on a wall, we live these every day in all our work. We are determined to make a difference when and where it matters most, by being passionate, focussed and making a lasting impact for people affected by dementia.



Determined to make a difference

We're passionate, we're focused and we make a lasting impact for everyone living with dementia.



Trusted expert

We're listening, we're learning and we use experience and evidence.



Better together

We're open, we combine our strengths and we achieve more together.



Compassionate

We're kind, we're honest and we don't shy away from challenges.

Through our values we will make the greatest difference for people affected by dementia. Whether you are someone living with dementia, a family member or carer, a supporter, a donor, a colleague from another organisation, an employee or a volunteer, these four values will shape your experience with Alzheimer's Society.

Corporate Account Manager

Position in the organisation

Reports to the Senior Corporate Account Manager

Member of our Account Management sub-team within the Corporate Partnerships team.

Purpose of this role

At Alzheimer's Society we are advisors, supporters, fundraisers, researchers, influencers, communicators, technical specialist and so much more. We are volunteers, we are employees, and together we are here to make a difference to the lives of people with dementia and their carers.

The Corporate Account Manager is responsible for leading an exciting portfolio of corporate partnerships across a range of sectors. This could include charity of the year, strategic, and commercial partnerships. Your role is to effectively manage and grow the partnerships to deliver high value income and impact for both the charity and the partner.

It is a hugely exciting time to join the team in this period of high growth. We are developing a broad range of strategic partnerships with some of the UK's biggest businesses. This role offers an exciting opportunity in your career to join a brilliantly talented and ambitious team, developing sector-leading, mutually beneficial partnerships, that deliver valuable income and lasting impact. With an ambitious five-year growth strategic across Income and Engagement and a new 'Help and Hope strategy', now is a fantastic time to join Alzheimer's Society and make your mark.

We are looking for someone who exemplifies our values, someone who is: Determined to make a difference when and where it matters most. A trusted expert who believes in working Better together and demonstrates true Compassion.

Key accountabilities and responsibilities

- Build strong, effective relationships with a range of key stakeholders internally and externally.
- Effectively plan and deliver bold and ambitious partnership visions, delivered through bespoke fundraising, awareness, and strategic activities.
- Work collaboratively with teams across the organisation to ensure partnership activity is delivered and aligns with wider strategy and messaging.
- Implement an exciting employee engagement programme for your partnerships.
- Develop a comprehensive stewardship map involving contacts at all levels to maximise networking, engagement, and income opportunities.

- Regularly monitor and evaluate your partnership activity to ensure income and impact is maximised including delivering reports as needed
- Confidently monitor income and expenditure, providing finance reports as required.
- Work with your partners and Alzheimer's Society Communications teams to produce an integrated communications and PR strategy to promote your partnership's success.
- Lead on all legal and contracting requirements to adhere to charity law and tax/VAT regulations.
- Be an active member of team meetings and represent Alzheimer's Society at external events.
- Work collaboratively alongside colleagues to deliver your partnership activity and support on wider campaigns or events.
- Ensure the effective management of partner information and data on the Fundraising Database.
- Where required, lead Dementia Friends information sessions for your partnerships.
- Where required line manager a Corporate Partnership Executive or Corporate Partnership officer providing guidance, support, constructive feedback and development opportunities
- When required, carry out any other tasks within the scope of the role to meet the needs of your partners and the wider charity.

We are looking for someone who can...

- Adhere to all the Society's service standards, policies and procedures.
- Comply with the data protection regulations, ensuring that information on clients remains confidential.
- Be responsible for personal learning and development, to support the learning and development of others and the whole organisation.
- Work in a manner that facilitates inclusion, particularly of people with dementia.
- Implement the Society's health and safety policy and procedures, ensuring that all practices and procedures are undertaken in accordance with a healthy and safe working environment and that all staff and volunteers for whom you may be responsible are aware of their responsibilities in respect of their role, monitoring data and recommending action as

required.

- Administrate and organise own work to ensure that it is accurate and meets quality targets, reasonable deadlines, and reporting requirements.
- Follow the Society's management information guidelines and requirements, including ensuring appropriate monthly measures on service usage levels are collected and submitted on the services database or other systems in accordance with deadlines.

Person specification and selection criteria

Skills & knowledge	Application (A) or Interview (I)
Proven relationship management experience, demonstrated at various levels including at senior level	A/I
Experience in delivering excellent account management, or similar, demonstrating autonomy in leading your activity or partnerships	A/I
Ability to develop a clear strategy to grow income, campaigns, or activity	A/I
Excellent writing skills, communicating to inspire, with ability to flex your style depending on audience or environment	A/I
Excellent planning skills, able to develop plans, manage tasks, and prioritise effectively	A/I
Demonstrate strong influencing and negotiating skills	A/I
Ability to effectively problem-solve with a proactive, open, and flexible attitude	A/I
Understanding and demonstrable interest in Corporate Partnerships and trends within Environmental, Social, Governance agendas	A/I

Competencies & personal attributes	Application (A) or interview (I)
Demonstrates a highly proactive and ambitious nature, self-motivated and target driven	A/I
Works well autonomously, able to prioritise workload effectively and remain solution-focussed	A/I
Excellent communication skills, both verbal and written	A/I
Able to problem-solve with an open and adaptable nature, able to deal with uncertainty and change	A/I
Works well collaboratively and as a team-player, willing to support others to reach wider goals or ambitions	A/I
Genuine interest and curiosity in the world of business, corporate partnerships, and dementia	A/I
Strong interpersonal and interpretation skills to allow you to have open jargon-free conversations with the business.	A/I
Excellent organisational and timekeeping skills.	A/I

Excellent attention to detail.	A/I
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Our benefits



Financial Security

- Group Personal Pension Plan with Scottish Widows – with up to 8% employer contribution rate
- Life Assurance Scheme – two times your annual salary
- Society Plus and Smart Spending App – giving you unbeatable savings at hundreds of retailers



Health & Wellbeing

- Health Cash Plan
- 24/7 Employee Assistance Programme including online and face to face counselling
- Discounted gym membership with Society Plus
- Lived Experience Networks
- Mental health app and unlimited therapy



Personal Development

- Apprenticeships
- Women in Leadership development programme
- Leadership development programme
- Financial support towards relevant professional qualifications



Family & Dependants

- Enhanced family leave – 16 weeks paid for all parents
- Paid time off work for fertility treatments for both partners
- Paid carers leave
- Paid dependants leave
- Paid compassionate and bereavement leave
- Paid time off work to support those transitioning



Recognition

- Annual people awards
- Long service awards
- Thank you eCards
- Values Hero and Society Legend Awards



Work Life Balance

- Annual leave of 27 days increasing to 30, plus bank holidays
- Career breaks of up to 3 months
- Flexible working
- Wellbeing leave