The Climate Group is seeking a new Sponsorship & Business Development Manager.

**About The Climate Group**

The Climate Group is an award-winning, international non-profit. We specialize in bold, catalytic and high-impact climate and energy initiatives with the world’s leading businesses and state and regional governments. Our work is at the forefront of ambitious climate action.

Our vision is a world of prosperous ‘net-zero’ emission economies and thriving, sustainable societies. Our mission is to catalyze climate leadership in government and business to accelerate the shift to a prosperous and thriving ‘net-zero’ future for all. We do this by communicating to inform, convening to connect, and collaborating to scale and succeed.

Founded in 2004, our offices are located in Beijing, Hong Kong, New Delhi, New York and London.

**About the role**

In parallel with our exceptional work with global corporate partners aimed at developing climate finance mechanisms and business models which promote innovation, as well as internationally recognised convening events, The Climate Group is seeking to extend the range of our engagement opportunities with this sector.

Building on recent success with securing sponsorship for activities like such as Climate Week NYC and the Business & Climate Summit 2016, we are seeking an experienced professional to help develop our commercial sponsorship and other business-facing programmes further.

**Key Responsibilities**

- Manage a portfolio of international businesses that combines both sponsorship prospects and existing Corporate Partners, building relationships across businesses and with their agencies where appropriate, engaging colleagues from other teams/offices in relationship-building activities with key prospects where appropriate
- Working closely with the Head of Sponsorship & Business Development and other teams, develop high-quality generic and tailored sponsorship material (defining packages, tiers, terms, metrics etc.), informed by corporate positioning and messaging (USP, value proposition etc.) in accordance with The Climate Group’s ethics, branding and other guidelines
- Working with the Head of Sponsorship & Business Development, develop, coordinate and support submission of sponsorship and other income generation proposals across all departments and international offices
- Support, or where appropriate, lead sponsorship negotiations with brands and agencies, liaising with negotiating colleagues to ensure that the agreements made are mutually beneficial and deliverable.
- Deliver exceptional stewardship for sponsors and, liaising with relevant teams and offices, ensure the smooth and timely delivery of benefits to sponsors.
- Ensure all sponsor communication is effective, bringing key internal stakeholders into discussions where applicable but managing ownership of the communication, action requirements and delivery of activity in collaboration with other teams and offices.
- Effectively manage the delivery of sponsors’ contracts, providing detailed analysis on key success metrics, overseeing the tracking and acknowledgement of in-kind donations, administering all sponsorship delivery activities and delivering all commercial rights in relation to the sponsor’s contract at events.
- Ensure that all approaches are tracked consistently, through effective use of the CRM system.
- Represent the organization at internal/external events as required.

About you

Essential:
- Successful track record in generating income / event sponsorship from corporates, particularly large organisations.
- Experience in developing sponsorship programmes and packages.
- Experience in providing exceptional stewardship for sponsors.
- Excellent written and spoken communication skills.
- Experience in coordinating projects, including budgets.
- Prospect research and report writing skills.
- Exceptional attention to detail.
- Strong performer under pressure.
- Pro-active and able to work independently.
- Strong IT skills, including using databases.

Desirable:
- Experience of working globally, particularly US, China/Hong Kong and India.
- Good networking skills.
- Languages other than English.
- Charity sector experience.
- Understanding of the climate change agenda.

Location

You will be based in modern facilities in our London Head Office, in County Hall, which is a five-minute walk from Waterloo station.
Terms and conditions

The salary for the post will be £30,000 - £35,000, depending on experience plus:

- 25 days’ holiday pro rata, plus public holidays
- 10% non-contributory pension scheme on completion of probation
- Private healthcare on completion of probation
- Enhanced maternity and paternity pay
- 10% discount in local shops and facilities
- Subsidised gym membership
- Season ticket loan

We would be prepared to consider flexible working arrangements, including some home working.

Next steps

For further information or an informal discussion, please contact Christopher Brown, Head of Sponsorship & Business Development on cbrown@theclimategroup.org or T: +44 (0)207 960 2700. Applications by CV and cover letter. Closing date for submitting your application is 31st December 2016.

Due to high volume of applications, we are unable to notify unsuccessful applicants. If you have not been notified of the outcome of your applications within four weeks of the closing date, please assume you have been unsuccessful on this occasion.