



JOB DESCRIPTION	
Job Title	CORPORATE PARTNERSHIPS MANAGER
Department	DEVELOPMENT DIVISION – BARBICAN CENTRE
Grade	D
Location	BARBICAN CENTRE
Responsible to	HEAD OF CORPORATE PARTNERSHIPS
Responsible for	Corporate Partnerships Officer

The Barbican

The Barbican is a world-class art and learning organisation. We push the boundaries of all major art forms and inspire more people to discover and love the arts. The Barbican presents artistic experiences across music, theatre, dance, visual arts, and cinema that variously entertain, enable, enrich and educate our many audiences and participants. Our intention is to be a 21st century international Arts Centre that champions equity and opportunity and explores new approaches to arts, education and enterprise. We attract new arts audiences and participants, creating inspiring arts experiences for all. From first encounters to higher education programmes, we develop interests, skills, confidence and careers. We are London's Creative Catalyst for arts, curiosity and enterprise.

Our values reflect that we are inclusive, sustainable, daring, connected and joyful. We spark creative possibilities and transformation for artists, audiences, and communities – to inspire, connect and provoke debate.

Fundraising at the Barbican

The Development department is responsible for securing income from a variety of sources including donations, grants, patronage, sponsorship and corporate memberships. This is used to support an inspiring programme of artistic events, learning activities and community work. The department works closely with internal teams, partner organisations, the Board and the Trustees to maximise income and support for our arts and learning programmes. This is a particularly interesting and exciting time for the Barbican, with a new

Creative Vision and the Barbican Renewal project. The Development department will be key to making the Vision possible and we are working closely with the CEO and Director for Arts and Participation to develop relationships and support for the new activities.

The Corporate Partnerships team raise money from Corporate Membership and large scale varied partnerships from a growing range of supporters, from global brands to City-based firms, and the media and technology sector on our doorstep. From exciting exhibition and event partnerships with brands such as Mastercard, Disney, to learning and youth partnerships with brands such as Sotheby's.

Purpose of Post

As a key member of the Corporate Partnerships team, the Corporate Partnerships Manager will play a central role in managing the Barbican's portfolio of high-profile, large-scale corporate partnerships. You will also oversee the Corporate Membership programme, delivered by the Corporate Partnerships Officer, whom you will line manage and mentor.

Across all accounts, you'll ensure exceptional relationship management and customer service, driving renewal, growth, and long-term value for our partners.

In addition to account management, you'll work closely with the Senior Corporate Partnerships Manager to secure new income from businesses, contributing to team targets and supporting the delivery of the Barbican's world-class artistic programme.

This is a multifaceted and rewarding role, offering the opportunity to lead on exciting new partnerships across cinema, theatre, music, exhibitions, and learning events—helping to shape the future of cultural sponsorship at one of the UK's leading arts centres.

Main Duties & Responsibilities

Account Management

- Account Manage and deliver the Centre's large scale corporate partnerships delivering contracted benefits and activations ensuring KPIs and outcomes are delivered to the highest standard.
- Work with other departments including Marketing, Communications, Events, in-house caterers to deliver partnership benefits.
- Draft partnership agreements liaising with corporate team and the City of London Corporation's legal team.

- Create and deliver stewardship plans for all Partnerships ensuring that contacts at all levels are actively engaged in the work of the Barbican throughout the partnership term.
- Initiate a partnership evaluation process, and ensure partner reports are delivered in a timely manner.
- Create compelling renewal propositions and presentations to ensure partnership renewal and growth in line with targets.
- Oversee and monitor the delivery of the Barbican's Corporate Membership programme ensuring excellent customer service is delivered.
- Build relationships across the Barbican, the City of London Corporation with partner organisations and others to support the fundraising process.
- Represent the Barbican appropriately - taking a professional approach to presentation and communication with Trustees and staff up to the most senior level within our prospecting and supporting companies.
- Work with the Corporate Partnerships Officer to monitor and analyse each individual corporate supporter to keep track of benefits usage, expenditure, reporting to support client relationship management and satisfaction.
- Maintain accurate financial records for all Corporate Partners, using the Development team income tracker, CRM database and other systems as required.

Business Development

- Work closely with the Head of Corporate Partnerships and Senior Corporate Partnerships Manager to achieve agreed targets for income (and occasionally in-kind donations) that support the delivery of the Barbican's purpose, while working within an agreed expenditure budget.
- Manage a healthy pipeline of prospects by proactively identifying, segmenting and prioritising prospects ensuring that prospects are stewarded through the different stages of the pipeline.
- Maintain accurate records and ensure the best use of the database, recording interactions and income accurately.
- Personally approach and cultivate prospective funders with the appropriate level of involvement of Trustees, Director of Development, senior staff and colleagues across the Barbican.
- Create compelling proposals and communicate the benefits effectively and persuasively through meetings, presentations and written documents.
- Negotiate partnership packages ensuring the needs of the Barbican and the partner are effectively balanced.
- Attend networking and cultivation events at the Barbican and elsewhere.

Management Responsibilities

- Provide effective line management of the Corporate Partnerships Officer.
- Work across the Barbican to influence change and promote the Development Department.

Best Practice Approach and Other Duties

- Take an active team role by contributing to the wider departmental plans as appropriate.
- Keep abreast of developments in corporate funding.
- Actively seek to promote the Barbican brand, purpose and values.
- To undertake any other duties that may reasonably be requested and are appropriate to the post.
- To implement the City of London's Occupational Health and Safety Policy in relation to the duties of the post, and at all times give due regard to the health and safety of both themselves and others when carrying out their duties.
- To implement the City of London's Equal Opportunity Policy and the objective to promote equality of opportunity in relation to the duties of the post.

PERSON SPECIFICATION	
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Department	DEVELOPMENT DIVISION – BARBICAN CENTRE
Grade & Level	Grade D
Trent Position Number	05L0193/001

Essential

- Proven track record of delivering first rate account management: developing and delivering projects on time and to plan, ensuring aims, objectives and KPIs are met.
- Proven relationship management and customer service skills to support retention of existing and recruitment of new corporate supporters.

- Experience of working independently on a portfolio of corporate partners and prospects, managing the cycle of giving from successful ask through to stewardship, reporting and renewal.
- Excellent interpersonal skills with the ability to communicate with contacts at all levels within and organisation.
- Proven track record in developing and delivering proposals to secure significant corporate income (minimum five figure level essential).
- Demonstrated excellence in written and verbal communication skills.
- Demonstrated knowledge and experience of negotiating contracts.
- Self-sufficient in Microsoft Office including Outlook, Word, Power Point and Excel; plus database and internet research experience.
- A self-motivated individual with ability to integrate as a core part of the team.

Desirable

- Sound working knowledge of customer relationship databases.
- Experience of working in fundraising, marketing or business development.
- Experience creating and managing events.

Other relevant information, e.g., working hours or desirables (only if applicable)

The Barbican Development Team currently have a blended model of 3 days working in the office and the remaining days remotely.

Our working hours range from 9am – 6pm, however usual department hours are 9.30am – 5.30pm.

All staff members can be required to work outside of these hours, hosting key corporate partners or prospects at selected events. The Corporate Partnerships Manager must be available to attend these events – usually mid-week evenings, and occasionally on the weekend. These events are generally planned well in advance.