



MANAGER, CORPORATE AND FOUNDATION PARTNERSHIPS

CLASSIFICATION: Full-time, Exempt
LOCATION: Kansas City, Kansas
REPORTS TO: Vice President of Development

POSITION & ORGANIZATION OVERVIEW:

The Manager of Corporate and Foundation Partnerships will be responsible for corporate and foundation engagement and growth of relationships with existing and prospective stakeholders to support the mission of Junior Achievement of Greater Kansas City (JAKC). The ideal candidate will be an enthusiastic collaborator who thrives on building relationships and connecting passion for the mission through financial investments and philanthropic gifts to advance the organization's impact.

Junior Achievement teaches kids crucial financial decision-making skills and cultivates their entrepreneurial mindset, helping them find their passion and design a promising career. With over a century of success, Junior Achievement is the leader in experiential learning, redesigning the K-12 education experience to create economic opportunity and mobility for all youth.

ROLES & RESPONSIBILITIES:

- Maintain and grow a robust portfolio of corporate and foundation partners.
- Actively execute a fundraising plan to retain and attract corporate and foundation gifts ranging from \$2,500 to \$25,000 annually, including but not limited to sponsorships, grants, and outright and multi-year gifts.
- Steward stakeholders to support the JAKC mission through personal visits, phone calls, appeals, events and gatherings, and annual campaigns. This includes coordinating stakeholder moves management plans through CRM or other moves management systems.
- Create written letters of inquiry, grant proposals, reports, and other materials requested by corporate and foundation funding partners. This includes managing the submission, update, and tracking of each opportunity.
- Partner with the JAKC programs team to integrate program priorities successfully and strategically into investment opportunities.
- Collaborate with other Development Team members to ensure adherence to donor recognition and investment benefits.
- Record and document donor contact reports and track touchpoints in the CRM database.
- Lead the planning and coordination of the annual Business Hall of Fame event.
- Serve as the primary liaison to any Play4JA partners.
- Assist in the planning and execution of other fundraising events.
- Other duties as assigned.

PROFESSIONAL ATTRIBUTES REQUIRED:

- Passion for the mission of JAKC.
- Minimum 5 years' experience in fundraising or sales required, with preference given to nonprofit experience.
- Exceptional interpersonal skills with emphasis on building relationships and donor solicitation.

PROFESSIONAL ATTRIBUTES (continued):

- Demonstrated success working with corporate and/or foundation prospects.
- Superior oral and written communication skills.
- Self-motivated with the ability to work independently with minimal supervision.
- Commitment to maintain confidentiality of constituent information, records, and materials.
- Demonstrated confidence to prepare for conversations and visits with potential donors by gathering key information and setting strong objectives to achieve a successful outcome.
- Possess intellectual curiosity, a desire to continuously learn and grow, and a curiosity to understand how your job impacts the work of others.
- High degree of integrity and a desire to work in a collaborative culture.
- Knowledge of Microsoft Suite and experience using a CRM system and other fundraising tools, with willingness to learn new systems.
- Demonstrate awareness and understanding of cultural and ethnic diversity of constituents, staff and other community partners.

COMPENSATION & BENEFITS:

The Manager of Corporate and Foundation Partnerships position is an outstanding opportunity to join a growing, mission-driven organization. Junior Achievement of Greater Kansas City offices are located in a newly remodeled, state-of-the-art facility centrally located in Kansas City, KS. The organization offers a fun, welcoming workplace with high employee engagement as our top priority.

JAKC offers a competitive compensation package with comprehensive plans available to support your health and wellness, including health insurance, generous paid time-off, 401k, and many other benefit offerings. Salary considerations start at \$62,000, with education and experience considered.

JAKC is dedicated to life-work balance and offers the opportunity for a hybrid work model and flexibility in scheduling. This role is expected to work 60% of the time in the office or community on behalf of JAKC, and the remaining 40% of the time may be worked remotely with an agreed upon schedule.

ADDITIONAL INFORMATION:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. In addition, it does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the position change.

JAKC's success depends on our ability to create a diverse, equitable, and inclusive environment. We're committed to attracting, developing, retaining, and promoting a diverse workforce and infusing DE&I throughout all our internal practices. Every JAKC employee brings diverse talents to our work, and we encourage people from underrepresented backgrounds and all walks of life to apply.

JAKC has retained OMNI in this search. Applications are currently being accepted through the [OMNI Executive Career Portal](#) and the position will remain open until filled. Please direct all inquiries to:

OMNI Human Resource Solutions
Meredith Baker, Search Consultant – mbaker@omnihrm.com