

## Corporate Partnerships Manager

### Job Description

May 2026

#### ABOUT THE RPO

The Royal Philharmonic Orchestra (RPO) has a clear mission to enrich lives through orchestral experiences that are uncompromising in their excellence, wide-ranging in their appeal and inclusive in their delivery. Performing approximately 200 concerts each season and with a global live and online audience of more than 70 million people, the Orchestra acts as a cultural ambassador for the UK on the world stage, whilst enhancing the social and cultural fabric of local communities through a wide range of community, education, inclusion and wellbeing programmes.

As the Orchestra celebrates its 80<sup>th</sup> Anniversary in 2026/27, we are seeking to appoint a dynamic, motivated and experienced fundraising professional to develop our Corporate Partnerships and achieve ambitious financial targets that will help the RPO to continue in its mission.

The following information will help prospective candidates when preparing their application. Please also refer to the [RPO Guide for Applicants](#) and the RPO website [www.rpo.co.uk](http://www.rpo.co.uk)

#### ROLE

<b>Reports to</b>	Director of Development
<b>Salary</b>	£40,000
<b>Location</b>	RPO Office (15 Rutherford Way, Wembley Park, HA9 0BP) Option to work 2 days per week from home
<b>Contract</b>	Full time, permanent
<b>Hours</b>	Core hours 9.30am – 5.30pm (Monday to Friday) with variation when events require evening or occasional weekend work

#### APPLICATION AND INTERVIEW DATES

<b>Application deadline</b>	Monday 18 May 2026 at 5pm
<b>Interview</b>	Shortlisted candidates will be notified on Wednesday 20 May 2026 Round 1 - Online on Tuesday 26 May 2026 Round 2 - In-person on Tuesday 2 or Wednesday 3 June 2026
<b>Format of application</b>	Apply at <a href="#">Corporate Partnerships Manager</a> with a CV and covering letter explaining your interest and suitability for the role addressed to Sarah Bardwell, Managing Director
<b>Application information</b>	Please see our <a href="#">RPO Guide for Applicants</a> and our website <a href="http://www.rpo.co.uk">www.rpo.co.uk</a> Applicants must have the right to work in the UK.

## PURPOSE OF THE ROLE

As a member of the Royal Philharmonic Orchestra's Development team of five people, this role will focus on initiating, developing and maintaining corporate partnerships. Reporting to the Director of Development this role sits alongside an Individual Giving Manager and a Trusts and Foundations Manager, all supported by a Development Assistant.

The RPO is seeking to appoint an ambitious and enterprising Corporate Partnerships Manager to build and grow a dynamic portfolio of business partnerships. The role will focus on generating income, developing meaningful partnerships and positioning the Royal Philharmonic Orchestra as a key strategic partner for business. The Corporate Partnership Manager will leverage new and existing networks to grow the RPO's pipeline of prospects, recruiting new companies to the RPO family in line with agreed annual financial targets. As an RPO Ambassador the post-holder will be responsible for ensuring that the corporate partners remain engaged with the Orchestra and its wide range of work.

As a front-line fundraiser, the post-holder will engage with the full breadth of the Orchestra's work, collaborating with the wider organisation to ensure that key fundraising messages are communicated with consistency and integrity, through a compelling narrative.

## JOB DESCRIPTION

### Key Responsibilities:

- Identify, research, and prioritise prospective corporate partners aligned with the Royal Philharmonic Orchestra's ambition and brand.
- Proactively generate and pursue new leads through networking, events, and sector insight. Working with an agency to develop new contacts.
- Build and maintain a strong, active pipeline of opportunities with clear progression towards income.
- Develop compelling, tailored partnership propositions that meet both business objectives and RPO priorities. Work closely with colleagues across fundraising, marketing, artistic and community and education teams to shape partnership opportunities.
- Lead on pitches and presentations, communicating with clarity, confidence, and commercial awareness.
- Negotiate partnership agreements, securing strong financial and in-kind support.
- Build visibility and relationships across the corporate and cultural sectors, proactively positioning RPO as an appropriate and reliable partner.
- Evaluate the success of the RPO's corporate partnership communications with a view to developing new and innovative strategies and approaches.
- Ensure all Corporate Partners are acknowledged accurately and appropriately, in line with the agreed approach.
- Work closely with the wider Development and Marketing teams on direct mails and email campaigns.

### **Other fundraising activity**

- Support the Director of Development and the whole team to deliver major annual fundraising events (Gala Evenings).
- Represent the RPO at performances, events, and external networking opportunities.
- Work collaboratively across the fundraising team to deliver a seamless, high-quality experience for corporate partners and prospects.

### **Operational and administrative responsibilities**

- Undertake self-directed prospect research.
- Provide regular updates on income, approaches made, and other relevant information to key internal stakeholders as required.
- Develop accurate and comprehensive budgets. Contribute towards a financial target and KPIs as agreed with the Director of Development. Maintain accurate records of activity, pipeline, and income forecasting.
- Ensure that the Development CRM database (Spektrix) and its constituent records are up to date and GDPR compliant, including maintaining contact information, sponsorship records and other relevant data.
- Record, analyse and manage data held on the CRM database to glean insights and inform decision making on future strategies and initiatives.
- To undertake any other duties which may reasonably be required.

## **PERSON SPECIFICATION**

### **Experience**

- Proven charity experience in corporate fundraising, business development, or partnerships (or a comparable commercial role)
- Demonstrable track record of securing and growing significant income from corporate partnerships with demonstrable results against targets.
- Demonstrable written skills in creating compelling and engaging pitches, proposals, stewardships materials and daily communications, with the ability to tailor communications to a range of audiences.
- Understanding of what businesses want from partnerships and how to create mutual value
- Strong interpersonal, influencing and relationship-management skills that demonstrate confidence and capability in building effective relationships across all levels including internal and senior stakeholders, potential high-value partners, existing supporters and others.
- Ability to communicate confidently and respectfully with a diverse range of people of different ages, backgrounds, and positions of responsibility.
- An understanding of budgets and cash flow.

### **Skills and knowledge**

- An interest in the arts sector and orchestral music

- Strong written skills, creating clear and engaging pitches, proposals, stewardship materials and day-to-day communications, while tailoring messaging for different audiences and writing and speaking with clarity, warmth, and impact.
- Ability to identify opportunities, develop strategy, and convert prospects into partners.
- Strong commercial awareness and the ability to “speak the language” of business.
- Presents professionally and confidently in both virtual and face-to-face settings, including leading meetings, attending events, networking, liaising with partners and key stakeholders.
- Accurate pipeline and relationship management, supported by confident use of CRM systems and Microsoft Office.

### **Aptitude**

- Meticulous accuracy and attention to detail.
- Eloquent communicator in both written and verbal contexts.
- Ability to think creatively and use initiative.
- Team player with the ability to be proactive and plan ahead.
- Calm and flexible under pressure.
- Adaptable, opportunistic and enthusiastic.
- Ability to prioritise a busy workload, often with multiple ongoing tasks and competing deadlines.
- Availability to attend evening events and occasional weekend work, as required.

### **ADDITIONAL BENEFITS**

- 25 days annual leave per annum
- Bank holidays and additional leave during the Company’s annual (Christmas) shut down.
- The post holder will be auto-enrolled in the RPO’s defined contribution pension scheme after a 3-month deferral period. Under existing legislation, there is an entitlement to opt out of the scheme. The RPO matches employee’s contributions up to a maximum of 6% of salary.
- Interest-free loan for an annual travel season ticket after 6 months.

**Join the Journey**  
**[www.rpo.co.uk](http://www.rpo.co.uk)**