

Relationship Manager

Reports to: Head of Education & Partnerships

Location: Home-based with travel predominantly to North East England & Scotland

Hours: full or part-time to be agreed

Charity background and focus

We're the national charity for people in printing, publishing, packaging, paper and the graphic arts. Established in 1827, making us the UK's second oldest occupational charity, we are proud of our heritage whilst working hard to meet the evolving needs of the sectors our support reaches. Our charitable aims of promoting independence, protecting dignity and furthering education are as important today as they have always been.

Our aim is to be 'here to help' and we do this through the practical and emotional support we deliver via our free, 24/7 helpline and financial assistance as well as industry partnerships supporting the sector's rising stars and skills training. We also operate two sheltered housing schemes for people who have retired from the sector. More information can be found @printingcharity or via our website www.theprintingcharity.org.uk

The role

To represent the charity and grow and manage day-to-day relationships with new and existing industry partners including those adopting the helpline, our rising stars initiatives and other sector-related programmes. With the current challenges of social distancing likely to remain for some time, there will be practical limitations on face to face meetings. This aspect of the role will adapt depending on what is safe/reasonable in future.

Skills, knowledge & experience

Joining a team of Relationship Managers, your role will be to create new and manage existing industry relationships. The role will focus on the North East of England & Scotland although you may be required to manage relationships in other geographic areas should the need arise.

Across the sectors we support, you will build knowledge, relationships and develop opportunities with the aim of furthering the reach and awareness of the Charity and its initiatives. This is not a fundraising role although there may be some aspects of fundraising as a result of the relationships you build.

You will need:

- to have experience of working from home, including managing your time and priorities
- to understand how to form positive and collaborative relationships with other team members and across the wider organisation
- excellent account management skills and experience of how to establish and manage positive relationships with key partners – soft sales skills will be required
- experience of writing and delivering presentations to small and large groups and at events
- experience of how businesses communicate with staff, ideally with single or multiple sites
- to be able to connect to the aims of the charity and its core values and culture

This is a face to face role with an expectation of reasonable travel for meetings, functions and events. Although public transport is an option it is likely that you'll need your own car and a full, clean driving licence to be effective in this role. The realities of travel and face to face meetings will adapt depending on the current COVID-safe guidance.

Salary & benefits:

- Competitive salary
- 25 days holiday (pro-rata for part-time)
- Defined Contribution Pension Scheme
- Life Assurance
- Employee Assistance Programme

To apply:

Please send a CV and covering letter to info@theprintingcharity.org.uk with the subject Relationship Manager Application