

United Arab Emirates Jobs Expertini®

Client Confidential // Senior Partnership & Development Specialist

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Company: BLR World

Location: Abu Dhabi

Category: healthcare-practitioners-and-technical

Job Purpose The role of the Senior Partnership & Development Specialist is to implement the Development & Partnerships program in order to reach agreed fundraising targets, to increase the number and size of partnerships and sponsors, guaranteeing high exposure and generating maximum income for the museum through commercial activities and securing of funds to support Museum's vision & programmes. **Responsibilities** **Pre-Opening** Work with the Section & Unit Head to develop plans, priorities and targets to support the opening & first years of operation which include project funding, feasibility, staffing and time constraints, ensuring the availability of required resources to carry out all tasks related to the plan. **Ongoing** Provide support in the planning, writing and editing of project and funding proposals and ensures compliance with the museum's guidelines and standards. Monitor, track and record the unit's partnerships and fundraising budget and support the team in identifying new funding opportunities with commercial organisations. Ensure that accurate and up-to-date information is maintained on all submissions, grant-funded projects and honours in relevant databases and filing systems. Ensure that the sponsorship agreements are executed at full, and that the benefits to the corporate partners, sponsors and members of the museum are fully delivered. Working with the Events team, assist in the booking, organization and implementation of external private and government events in the Museum. Assist with external communications and relationship development activities with donor partners, business contacts, journalists, public officials, government regulators and investors, ensuring the creation and growth of a positive public image for the Museum. In cooperation with Finance and the other relevant departments, ensures the utilization of

any value-in-kind support received by the corporate community. Required Experience
Minimum of 3 years of experience planning large-scale events and fundraisers. Experience of
delivering excellent customer service, e.g. retail, reception, public affairs capacity.
Experience of using databases, creating and editing records Experience with processing
financial customer transactions. Fluency in Arabic and English essential. Preferred Experience
Experience of working in a membership organisation, charity or visitor attraction.
Experience of working with loyalty or membership schemes. Knowledge of history, museums
and cultural attractions. Knowledge of sales or membership schemes Required Education /
Qualifications Degree-level in museum studies, history of art, business or marketing. Simply
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