



**Job Title:** Corporate and Community Engagement Manager

**Role Type:** Full-Time

**Location:** Ronald McDonald House Charities New York Metro – New Hyde Park, NY

**Salary Range:** \$70,000 - \$80,000 per year

**About Us:**

At Ronald McDonald House Charities New York Metro (RMHC NYM), we are dedicated to providing comfort, care, and a "home away from home" for families with children undergoing medical treatment. Our mission is to create, find, and support programs that directly enhance the health and well-being of children and their families. Join us in making a meaningful impact in our community!

**Position Overview:**

Are you passionate about building impactful relationships and driving positive change? As our Corporate Partnership Manager, you'll be at the forefront of cultivating and managing dynamic partnerships that fuel RMHC NYM's mission. Working closely with our Director of Development and Director of Marketing and PR, you'll craft and execute innovative strategies to engage organizations in meaningful collaborations, spearhead corporate giving initiatives, and ensure our mission and fundraising goals are met with enthusiasm and success.

**Key Responsibilities:**

- **Empower Partnership Growth:** Identify, cultivate, and secure financial contributions, in-kind donations, and sponsorships from a wide range of stakeholders.
- **Relationship Management:** Nurture and strengthen bonds with our valued corporate donors through regular communication, personalized house tours, and engaging activities that showcase the impact of their support.
- **Proposal Development:** Craft compelling and tailored proposals and presentations that resonate with corporate partners' interests and corporate social responsibility goals, inspiring them to join our cause.
- **Event Coordination:** Collaborate with our executive team to identify and secure corporate sponsorships for fundraising events and programs that make a difference in the lives of families.

- **Reporting and Analysis:** Monitor and analyze corporate giving metrics, ensure accurate tracking of contributions, and assess the effectiveness of partnerships to drive continuous improvement.
- **Collaboration:** Partner with our marketing and communications team to develop innovative strategies that promote partnership opportunities and celebrate our stakeholders.

**Preferred Qualifications:**

- A deep passion for RMHC NYM's mission and a heartfelt commitment to supporting families in need.
- Bilingual proficiency in English and Spanish is a plus, enhancing our ability to connect with diverse communities.
- Exceptional interpersonal and communication skills, with a knack for developing and maintaining meaningful relationships with stakeholders.
- 1-2 years of fundraising experience, preferably in a nonprofit environment.
- Outstanding proposal writing and presentation abilities that inspire and engage.
- A collaborative spirit with the ability to work both independently and as part of a team.
- Proficiency in Microsoft Office Suite and familiarity with donor management software.
- Strong organizational skills with the ability to balance multiple tasks and adapt to changing situations with a positive attitude.
- A valid driver's license and access to a personal vehicle for occasional travel as needed.

**Additional Responsibilities:**

- Participate in staff meetings.
- Oversee Speaker's Bureau.
- Conduct tours of the House and Family Rooms.
- Attend fundraising events and speaking engagements to represent the organization.
- Assist and attend internal fundraising events and other events.
- Perform other duties related to organization business as assigned.

The above information in this description has been designed to indicate the general nature and level of work performed by employees with this level of responsibility. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees in this job.

**Application Process:** Ready to make a difference? We invite you to submit your resume and a cover letter detailing your qualifications and passion for this role. Please send your application to [jrulli@rmhcnym.org](mailto:jrulli@rmhcnym.org) with the subject line "Corporate Partnership Manager Application."

**Equal Opportunity Employment:** At RMHC NYM, we celebrate diversity and are committed to creating an inclusive environment for all employees. We are proud to be an equal opportunity employer and welcome applicants from all backgrounds to join our mission-driven team.