

JOB TITLE: Director of Strategic Partnerships

DEPARTMENT: Development

REPORTS TO: Chief Development Officer

SALARY RANGE: \$70,000 - \$80,000

STATUS: Full-time exempt, comprehensive benefits package, vacation/PTO based on policy

Special Olympics Oregon (SOOR) provides year-round sports training and athletic competition in a variety of Olympic-type sports for children, youth, and adults living with intellectual disabilities, giving them continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in a sharing of gifts, skills and friendship with their families, other Special Olympics athletes, and the community.

POSITION SUMMARY/OBJECTIVE

The Director of Strategic Partnerships plays a crucial role in generating financial support by securing sponsorships and partnerships with businesses, individuals, and organizations. This position is responsible for developing and implementing a comprehensive sponsorship sales strategy to meet SOOR's financial goals and mission objectives. The Director of Strategic Partnerships will need to be skilled in the entire sales cycle: securing a meeting with a new marketing or sponsorship executive, engaging in discovery and a needs analysis, building a customized proposal that leverages our sellable inventory with strong marketing assets (robust social media channels, dynamic website, wide-reaching newsletter, key media relationships, brand activation, entitlement platforms, and volunteer opportunities to provide companies with the ability to align with SOOR, a global brand, to achieve meaningful results. We care deeply about the quality of our partnerships and feel they are strongest when there is a clear and well-communicated value proposition and plan for execution.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Sponsorship Strategy Development:
 - Collaborate with the leadership team to create a sponsorship strategy aligned with SOOR's mission and objectives.
 - Identify potential sponsorship opportunities and target markets.
- Prospecting and Lead Generation:
 - Research and identify potential sponsors, partners, and donors.
 - Build and maintain a database of potential leads.
 - Attend networking events and conferences to identify new prospects.
- Relationship Building:
 - Cultivate strong relationships with existing sponsors and partners.
 - Initiate and maintain communication with potential sponsors to understand their needs and interests.
- Sponsorship Proposal Development:

- Be fluent in SOOR's menu of sellable assets (Polar Plunge, Unified Champion Schools, three seasons of sport with over 10 sports, cause marketing, wellness and well-being programming) and articulate the value proposition for each.
- Ensure collaboration and communication across organization throughout sales process to ensure alignment with staff who need to deliver on any activation elements.
- Create compelling sponsorship proposals tailored to the needs and objectives of each potential sponsor.
- Present proposals to potential sponsors and negotiate terms.
- Sales and Revenue Generation:
 - Meet or exceed sponsorship sales targets and revenue goals.
 - Collaborate with the marketing and communications team to promote sponsorship opportunities.
- Contract Management and Sponsorship Activation:
 - Manage contracts and agreements with sponsors, ensuring all terms and obligations are met.
 - Ensure sponsor deliverables are fulfilled, including recognition and benefits.
- Reporting and Analytics:
 - Track sponsorship sales metrics and provide regular reports to the organization's leadership.
 - Analyze data to evaluate the effectiveness of sponsorship programs and make recommendations for improvement.
- Compliance and Stewardship:
 - Ensure compliance with all legal and ethical requirements related to sponsorship agreements.
 - Provide excellent stewardship to sponsors, ensuring their continued support and engagement.
- Budget Management:
 - Develop and manage the sponsorship sales budget, including expenses related to sales efforts.

SKILLS, ABILITIES & KNOWLEDGE:

- Bachelor's degree in business, marketing, or a related field.
- Proven experience in sponsorship sales and negotiation, ideally within a nonprofit organization, sports, or events.
- Strong verbal and written communication skills and is an empathetic listener.
- Client focused, customer service mentality.
- Creative thinker, promotionally minded
- Excellent communication and presentation skills.
- Ability to work independently and as part of a team.
- Knowledge of nonprofit fundraising and philanthropic trends.
- Proficiency in Microsoft Office suite and ability to learn software including Salesforce, Monday.com, etc.

- Strong organizational and time management skills.

ADDITIONAL TRAITS AND ATTRIBUTES

- Aptitude for taking on challenges and situations with positive energy, sound judgment, and utmost integrity
- Must be able to prioritize, multi-task, and operate in a fast-paced environment
- Joyful team player and collaborator

WORKING CONDITIONS & PHYSICAL DEMANDS

- Fast paced, with significant people interaction
- Occasional travel throughout the state of Oregon
- Dexterity of hands and fingers required for operation of general office equipment
- May be required to work evenings and weekends
- Must pass pre-employment screening

WORK ENVIRONMENT

This position operates primarily in a professional office environment in Beaverton, OR with office hours typically being Monday – Friday from 8:30 AM – 5:00 PM, with flexibility in work-from-home or hours as approved by managers. In addition to working office hours, staff are required to work events that are in their scope as well as assist at events out of their scope as needed – with most events falling on weekends or evenings. The job will require a car for external meetings and limited travel around Oregon, and there is a possibility of out of state conferences (not frequent or guaranteed). Office attire is typically business casual, but more formal business attire may be needed for meetings.

EEO STATEMENT

Special Olympics Oregon is an equal employment opportunity organization.

- This job description serves as a general overview of the responsibilities and qualifications required for the Director of Strategic Partnerships at Special Olympics Oregon. Specific duties and requirements may vary depending on the organization's size, mission, and objectives.

DIVERSITY STATEMENT

Diversity, Equity, Inclusion, and Accessibility are at the heart of all that we do at Special Olympics Oregon as we strive to promote unity and create a community where everyone belongs.

We value, celebrate, and support all differences, backgrounds, abilities, and viewpoints. We believe that a focus on greater diversity and inclusion will enrich our organization and our world.

Please submit a cover letter and resume to Tony Staser, Chief Development Officer at tstaser@soor.org or submit via LinkedIn - [\(22\) Director of Strategic Partnerships | Special Olympics Oregon | LinkedIn](#).