



LINCS & NOTTS
AIR AMBULANCE
SAVING LIVES EVERYDAY

Corporate Partnership Officer

Recruitment Information Pack 2024





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MESSAGE FROM OUR CEO

Thank you for your interest in joining the Lincs & Notts Air Ambulance (LNAA). We are a friendly, inclusive and dynamic team focussed on ensuring we deliver the best possible pre-hospital critical care for the people of Lincolnshire and Nottinghamshire.

Patients are at the heart of everything we do. We are here to help save lives. Our highly skilled crews of doctors, paramedics and pilots deliver hospital A&E level care at the scene of an incident when minutes really matter. We undertake more than 1,700 missions every year, tending to patients in what is often their greatest hour of need.

This is an exciting and challenging time of growth and development at LNAA. In the last couple of years we have moved into our purpose-built HQ and airbase, transitioned to operating 24/7 and registered with the Care Quality Commission (CQC) as a clinically independent health care provider, striving to always be at the cutting edge of pre-hospital care.

We are an independent Charity and rely almost entirely on the support and generosity of the communities we serve. Every member of our team has a vital role to play in our life-saving work.

We look forward to receiving your application.

Good Luck!

Karen

Karen Jobling
Chief Executive Officer



WHO WE ARE

We are LNAA and we aspire to save lives every day.

We are led by our values - Teamwork, Respect, Innovation, Compassion.

We serve a population of almost 1.6m across Lincs & Notts.

Since we first took to the air in 1994, we have been tasked to over 28,000 emergencies.

Accidents and medical emergencies can change lives forever and that's why we are committed to saving lives and providing cutting-edge, pre-hospital critical care. We are a vital part of your community, your lives and your safety. We're driven by our purpose of saving lives and ensuring the best possible outcomes for our patients.

In 2023 we were called to respond to just under 1,700 incidents - our busiest year on record. Our crews of pilots, doctors and paramedics, along with our life-saving equipment, are on call and ready to respond 24/7, 365 days a year.

Our highly skilled multi-disciplinary team operate at the very forefront of Helicopter Emergency Medical Services (HEMS). They perform life-saving interventions, including emergency chest and heart surgical procedures, deliver emergency anaesthesia and administer blood transfusions to patients suffering from life-threatening blood loss.



HOW WE WORK

OUR VISION

To be by the side of more patients, enabling the delivery of world-class care.

OUR MISSION

To provide outstanding care, by helicopter and car, 24/7 to the people of Lincs, Notts and beyond.

OUR VALUES - TRIC

We have four values (TRIC) that express and represent our shared understanding of the principles that are important to us. They set out the things that we aspire to be as a Charity and that underpin everything we do.

TEAMWORK

Employees, crew, volunteers, partners and the community; One indivisible team.

RESPECT

We treat everyone with consideration, appreciation and acceptance.

INNOVATION

We aim high and embrace opportunities to improve and enhance everything that we do.

COMPASSION

We treat others with sensitivity, consideration and kindness.



JOB ROLE

The Charity provides a first-class Helicopter Emergency Service (HEMS) for the counties of Lincolnshire & Nottinghamshire.

We are seeking an experienced individual to support the Corporate Partnerships Manager in ensuring the maximum potential income is generated from the corporate sector by reviewing, implementing, and maintaining a Corporate strategy.

TASKS AND DUTIES

- In conjunction with the Corporate Partnerships Manager, review and implement a Corporate Strategy across Lincs & Notts.
- Utilise the Donorflex CRM system, to ensure all corporate supporters receive relevant and timely communication, resulting in on-going fundraising opportunities and development of long-term corporate relationships.
- Ensure that the supporter journey is replicated for current and new corporate partners.
- Work with the income generation team as a whole to identify new opportunities for corporate support and strategic business partnerships.
- Work with operational colleagues to ensure the effective delivery of supporter events and visits to HQ for corporate contacts.
- To capitalise on existing and new corporate supporters through sponsorship, affinity, promotions, corporate membership and direct fundraising initiatives as well as staff-led fundraising opportunities.
- Research unsolicited donations to understand if there is the potential for an ongoing partnership.

HOURS

37.5 per week

SALARY

£24,000 - £30,000

TYPE

Permanent contract

REPORTING TO

Corporate Partnership Manager

LOCATION

HEMS Way, Lincoln, LN4 2GW.

We currently operate a Hybrid Working system of a minimum of 3 days in the office and 2 days at home



- Support the Corporate Partnerships Manager with regional pitches and other work, as and when required.
- Liaise with the Marketing department to develop and produce suitable marketing materials and resources for corporate supporters.
- Work closely with other areas of the fundraising directorate, in particular Community and Events, and ensure co-ordinated approaches to corporate opportunities and partnerships.
- Ensure that all corporate partnership activities are kept within agreed budgets in order to guarantee the effective and appropriate use of charitable funds.
- Ensure full compliance with the Institute of Fundraising Code of Practice and relative legislation, including GDPR.

PERSON SPECIFICATION

Skills knowledge & experience

Essential

- Experience of donor/client focused account management with demonstrable evidence of developing relationships and maximising income opportunities.
- Track record of growing business e.g. income, contacts etc.
- Track record of meeting/exceeding targets.
- Experience of using a CRM system to support face to face management of customers/clients.

Desirable

- Experience of using donorflex.
- Experience of working with volunteers.
- Experience of organising successful events.
- A knowledge of the not for profit/charity sector.

Personal qualities

Essential

- Excellent time planning and time management skills.
- A proven track record of building and developing effective working relationships
- Excellent communication and good, logical problem-solving skills.
- Good interpersonal skills.
- Excellent organisation skills with strong attention to detail.
- Ability to work with diverse groups: senior management, external bodies, staff and volunteers.
- Ability to always maintain confidentiality.
- Positive and can-do attitude.
- Self-motivated and pro-active in seeking out answers,

A full driving licence is required for this role.



EMPLOYEE BENEFITS

We offer our employees 25 days annual leave per year, in addition to public bank holidays (pro rata for part time staff). This entitlement increases by 1 day per completed year of service with the Charity, up to 30 days.

We also offer an additional day off on your birthday!

Following successful completion of a probationary period, we offer access to an employee assistant programme, which gives money back on everyday health and wellbeing costs such as opticians and dental work, plus professional GP and counselling services.

As part of the Emergency Services, you are eligible to receive a Blue Light card, giving various discounts.

Our current auto-enrolment pension scheme typically includes a 6% employer contribution, with 4% employee contribution.

There are a range of learning and development opportunities available.

We offer an enhanced occupational sick pay scheme.

You will also be provided with a life cover, following successful probationary period, which pays 3 times your annual salary.





2023 MISSION STATS

Lincs & Notts Air Ambulance | ambucopter.org.uk

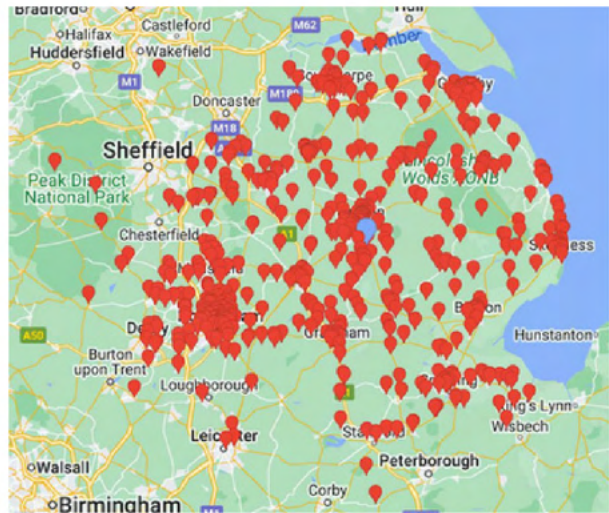


1,771 MISSIONS LAST YEAR

That's 151 more incidents than in 2022. Our crews responded to 840 incidents by air and 580 missions during the hours of darkness.

MISSION LOCATIONS

1044 Lincolnshire
541 Nottinghamshire
186 Beyond



Registered Charity No. 1017501

INCIDENT TYPE

676 Medical
488 Road Traffic Collisions
218 Accidental Injury
158 Assaults
50 Sports / Leisure
181 Other

APPLY NOW

For your application to be considered, you must email a copy of your CV and a supporting statement (maximum of 2 pages) detailing how you meet the needs of the role and the person specification to: recruitment@ambucopter.org.uk

Deadline for applications: Monday 27th May 2024

Interview dates: Week commencing 3rd June 2024

Please note, we reserve the right to close the vacancy earlier than the scheduled date if a sufficient number of applications are received.

Lincs & Notts Air Ambulance is an equal opportunities employer and aims to ensure all applicants are treated fairly and equitably regardless of gender, race, colour, ethnicity, age, disabilities, social economic background, religious or political beliefs, marital status, maternity or paternity, or sexual orientation.

