



Job Title: Corporate Engagement Director (Development)
Reports to: Sr. Director, Development
Status: Full-Time
Location: Remote, with option to use offices in Cambridge MA, Aliso Viejo CA, and Washington DC

ABOUT GLOBAL GENES:

Founded in 2008, Global Genes is a 501(c)(3) nonprofit organization that connects, empowers and inspires the rare disease community, with the ultimate goal of eliminating the burdens of rare disease for patients and families everywhere. We provide hope for the more than 400 million people affected by rare diseases around the globe. We fulfill our mission by helping patients find and build communities, gain access to information and resources, connect to researchers, clinicians, industry, government and other stakeholders, share data and experiences, and stand up, stand out and become effective advocates on their own behalf.

ROLE SUMMARY:

The Corporate Engagement Director is responsible for cultivating relationships and fundraising for the Global Genes Corporate Alliance and our programs and events. This role requires a confident, poised leader who is a great listener that takes the time to understand donors. Acting as a creative problem solver, an ideal candidate establishes and builds lasting collaborative relationships and confidence with our donors and partners. Attention to detail and customer service are essential skills to shepherd multiple corporate partners along the donor development cycle.

The Corporate Engagement Director is responsible for cultivating relationships and fundraising for the Global Genes Corporate Alliance and our core educational resources. As stewards of our corporate relationships, this business development role consists of outreach to new donors as well as maintaining relationships with current donors. This role acts with a high degree of independence and understanding of industry and individual donor trends and challenges to propose possible solutions and collaborations. The Corporate Engagement Director will be the primary contact with industry donor patient advocacy leaders and must be able to travel to relevant industry conferences and donor offices on a regular basis. He/she will also work closely with Global Genes Senior Leadership to initiate and determine strategic partnership opportunities for our long-term, sustainable programs.

This role also provides active leadership and support of the Corporate Alliance as the organization develops globally scalable programs and services that serve the rare disease community.

Please note: the exact title (Manager, Sr. Manager, Associate Director or Director) will be determined by the level of experience of the selected individual.



KEY RESULTS:

- The Corporate Engagement Director is responsible for cultivating relationships and fundraising for the Global Genes Corporate Alliance and our programs and events.
- Meet or exceed funding support and sponsorship goals established for industry segment of Global Genes donors
- Represent Global Genes in public forums, building commitment and long-term relationships for the organization and driving organizational growth
- Evaluate processes, making ongoing recommendations for improvements and enhancements within the team
- Act as a leader on an outstanding team in alignment with mission, vision, competencies, professional development tools and coaching

RESPONSIBILITIES:

The **Corporate Engagement Director** will act as an essential member of the Corporate Engagement Team to carry out the duties required of the position which include but are not limited to:

- Stewarding corporate donors through the ongoing development cycle
- Prospecting new potential relationships and donor or grant opportunities
- Working with senior leadership team to build key industry partnerships
- Identify and track new sponsorship or grant opportunities and write or support development of grant proposals to satisfy funding needs
- Ensuring donor appreciation of assigned donors is carried out
- Coordinating with marketing and educational team to create collateral materials for use in corporate engagement
- Providing leadership to the Corporate Alliance network in developing projects, working groups or providing advisory services that advance rare disease
- Project managing special projects or other as assigned
- Tracks, measures and gives individual and team feedback for team and individual goals
- Manages to deadlines, priorities and set project timelines
- Uses financial data to make decisions and manage to or under budget
- Contribute to forecasting and designing budget for functional area
- Actively gains and utilizes community information to build success for the future

QUALIFICATIONS:

- Strong passion for the rare disease community required
- Bachelor's degree from an accredited college or university required, advance degree ideal
- Minimum of four years proven successful experience in business development and account management
- Non-profit advocacy, healthcare or life sciences experience a plus
- Exceed/demonstrated skills in problem solving and communication skills



- Exceed/demonstrated professional style with a strong customer service approach
- Ability to lead and/or manage multiple projects and tasks with attention to details
- Bright, hardworking, organized and enthusiastic self-starter with a proven commitment to excellence; results-oriented
- Exceed/demonstrated organizational skills, attention to detail and gaining accountability
- Above and beyond positive attitude, ability to work collaboratively on a high-performance team and work autonomously
- Comfortable working in a fast-paced and dispersed across USA/global staff environment with a flexible work schedule for global reach, including availability on some evenings and weekends
- Bilingual or proficiency in multiple languages is ideal
- Proficient in Microsoft Suite, MS Word, Excel, PowerPoint, database management required (Salesforce preferred), Social Media platforms and other online tools for communication
- Ability to travel for meetings and conferences; potential for global travel

PERFORMANCE MANGEMENT AREAS:

- Core Values: Integrity, Authenticity, Respect, Creativity, Collaboration and Fun
- Competencies: Personal, People, Strategic and Position
- OKRs: Objectives and Key Results

To Apply: Please email resume and cover letter to humanresources@globalgenes.org

Equal Opportunity Employer committed to diversity in the workplace.