

Corporate Partnerships Fundraiser

CANDIDATE PACK

November 2025

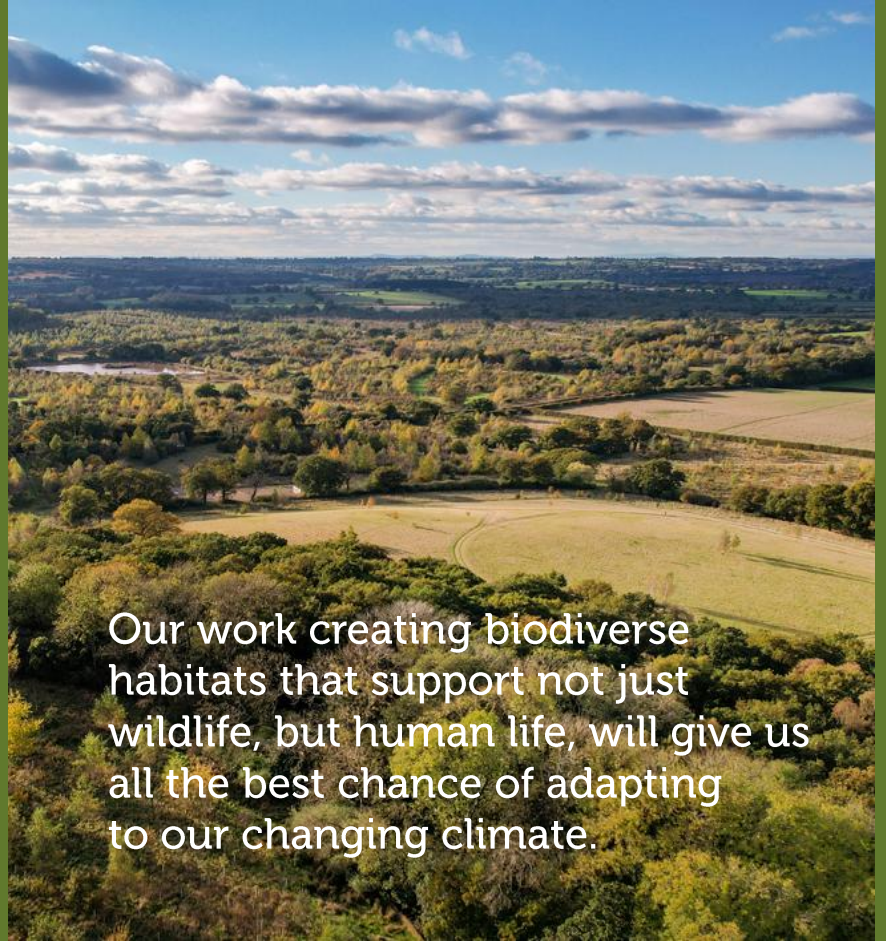
CEO WELCOME

The Heart of England Forest is helping to reverse centuries of woodland decline by creating and conserving a huge broadleaf forest in the heart of the country, a place of enduring natural beauty, protected and secured for generations to come.

We take our mission very seriously; it has never been more important to invest in our natural environment. Our work creating biodiverse habitats that support not just wildlife, but human life, will give us all the best chance of adapting to our changing climate. The Forest is home to an incredible array of habitats, including new tree planting, mature and ancient woodland, grassland, heathland, farmland, and wetland, that enable animals, plants, and people to thrive. As the Forest grows, eventually covering 30,000 acres, so too will the benefits to both our health and that of the natural world.

We have made some positive changes to how we will operate going forwards, and the **Corporate Partnerships Fundraiser** plays an important part in this. Thank you for your interest in the Heart of England Forest. Please take a read of this candidate pack and I very much hope that you will be inspired to apply and help shape the future of this fantastic charity.

Andy Parsons



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JOIN US

Maintaining and managing the Forest in perpetuity for the benefit of people, wildlife and the environment is our biggest challenge.

This is an exciting time of growth and development for the Heart of England Forest. With a new Chief Executive Officer, we are reinvigorating our ambitious vision and updating our strategy to deliver one of the most significant resources for climate change mitigation and nature recovery in the country.

You can also find out more about our impact here charity here: [Our impact | Heart of England Forest](#) and in our most recent annual report: [Download our Annual Report | Heart of England Forest](#)

If you are inspired by our vision and our energy and would like to join us in creating an incredible breath of fresh air for the nation, we would love to hear from you.



OUR PEOPLE

We take great pride in investing in our people. We were one of the first organisations to deliver the [forestry apprenticeship](#), to address the skills gap and improve diversity within the sector.

[Read more here: Celebrating National Apprenticeship Week 2024 | Heart of England Forest](#)

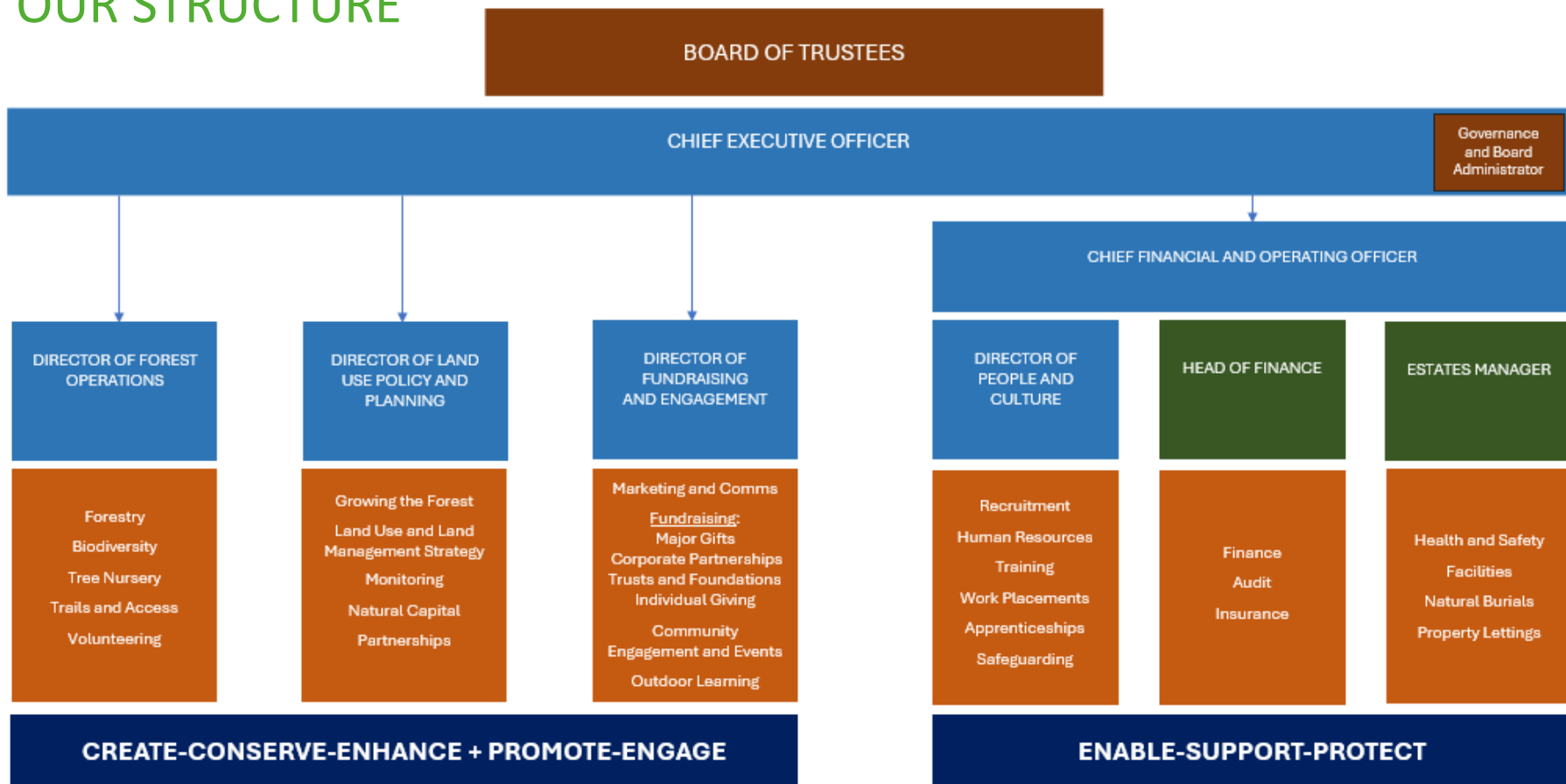
We value our people; we are proud to be a [Real Living Wage Employer](#) and a [Disability Confident Employer](#).

Our amazing community of volunteers helps us with all aspects of creating and managing the Forest all year round, including tree planting, wildlife and habitat surveying, managing footpaths and assisting with our education programmes. We are proud to have been awarded the [Queen's Award for Voluntary Service](#), recognising the incredible support our volunteers give to the charity.

[Read more here: Heart of England Forest volunteers recognised with Queen's Award | Heart of England Forest](#)



OUR STRUCTURE



THE ROLE

We're looking for an enthusiastic Corporate Partnerships Fundraiser to help us grow our network of corporate supporters who share our vision of a greener future.

JOB SUMMARY

Reporting to our Senior Corporate Partnerships Manager, you'll be the welcoming face of the Forest for local and regional businesses – from managing existing partnerships to identifying exciting new prospects. You will represent us at networking events and will co-ordinate corporate engagement activities, including our annual Midsummer Reception.

This is a varied and rewarding role where you'll build meaningful relationships with businesses, coordinate inspiring corporate volunteering days in our beautiful woodland, and help companies make a tangible environmental impact.



KEY RESPONSIBILITIES

CORPORATE PROSPECTS

- Provide support for corporate enquiries, responding in a professional and timely manner.
- Identify, research and approach new local and regional corporate prospects.
- Support the Senior Corporate Partnerships Manager with Dream 15 prospecting, and partner stewardship and engagement activities as required.
- Research and produce important information including compelling proposals, reports, and other engaging materials for prospective and existing supporters.
- Update and maintain our corporate supporter database, ensuring all information relating to corporate partners and prospects is accurate and up-to-date and adheres to data protection legislation and best practice.

STEWARDSHIP

- Lead on the coordination, development and administration for all corporate volunteering events
- Manage local and regional corporate partnerships, building on these relationships, maximising engagement, stewardship and income generation opportunities.
- Support the planning and coordination of corporate engagement and stewardship events.

ENGAGEMENT

- Represent the Heart of England Forest at local and regional networking events.
- Lead the co-ordination of the annual Midsummer Reception, liaising with colleagues, including the Chair of the Board and trustees.

KEY RESPONSIBILITIES (continued)

OTHER RESPONSIBILITIES

- Demonstrate and promote the values of the Heart of England Forest.
- Maintain a commitment to high standards of health and safety at all times. Ensure all work is undertaken within the Heart of England Forest health and safety policy and processes.
- Play an active part within the wider Heart of England Forest team.
- Make active use of information and resources gained via personal networks to inform the development of this role.
- Perform any other duties consistent with the role and / or reasonably required by your line manager and/or the Senior Leadership Team.





YOUR SKILLS AND EXPERIENCE

ESSENTIAL EXPERIENCE

- Experience of working in a corporate fundraising, customer or supporter-facing environment with demonstrable experience of delivering consistently excellent customer service or supporter care.
- Demonstrable track record of building a portfolio of corporate partners or customers.
- Experience of seeking and identifying new prospective donors.
- Experience of engaging with corporate supporters at all levels.

DESIRABLE EXPERIENCE

- Experience of using Mailchimp or a similar email marketing platform
- Experience of using a CRM / database
- Experience of using Canva or other design platforms
- Experience of using AI in the workplace



YOUR SKILLS AND EXPERIENCE (continued)

SKILLS AND ABILITIES

- Strong interpersonal skills, with an ability to build relationships and engage with corporate supporters at all levels. You will have a personable approach and be able to adjust your manner to suit the situation and individual.
- Excellent communication skills, both written and verbal with proven experience of adapting your style to suit varying audiences.
- First rate administration and planning skills.
- An innovative, proactive and enthusiastic work ethic.
- Highly organised with a proven ability to time manage effectively, multitask, prioritise workload and meet targets and deadlines.
- An interest and willingness to learn about trees, woodlands and environmental issues.
- Able to communicate Heart of England Forest values and standards to supporters and stakeholders.
- A flexible approach to work and willing to work [and attend events] occasionally outside normal working hours.

TERMS OF APPOINTMENT

Annual salary: £28,000 - £30,000 p/a

Reporting to: Senior Corporate Partnerships Manager

Annual leave: 28 days, plus bank holidays

Additional benefits:

Contributory pension scheme
(matched at 4.5%)

Group income protection scheme

Group life assurance scheme
(x4 death benefit)

Employee assistance programme

Medical health cash plan

HOURS

Normal working hours will be 37.5 a week, usually between 08.00 and 17.00, Monday to Friday. However, some out of office hours work will be required, which may include evenings, weekends, and bank holidays, for which time off in lieu will be given.

LOCATION

The role is based at our head office in Dorsington near Stratford upon Avon 2-3 days per week, with hybrid working available for the rest. The post holder must have the willingness and ability to travel to meet the demands of the role.



Help grow and shape
England's largest new
native broadleaf
woodland

HOW TO APPLY

If you believe that you are the right person to help take our work and ambition to the next level, we really want to hear from you.

To apply please submit a CV and cover letter that explains your motivation for applying and what skills and experience you can bring to jobs@heartofenglandforest.org

The deadline for applications is: midnight Sunday 30th November 2025.

The Heart of England Forest is committed to safeguarding and promoting the welfare of children and vulnerable adults. Applicants must be willing to undergo protection screening appropriate to the post, including checks with past employers and DBS disclosure.

Planting tomorrow's great native woodland

 heartofenglandforest.org  [@heartofenglandforest](https://www.facebook.com/heartofenglandforest)  [YouTube @heartofenglandforest](https://www.youtube.com/heartofenglandforest)

 [@theheartofenglandforest](https://www.instagram.com/theheartofenglandforest)  [Heart of England Forest](https://www.linkedin.com/company/heartofenglandforest)



DIVERSITY STATEMENT

We are building a culture where diversity is valued, and we can all be ourselves. We still have work to do but are strongly committed to inclusive practices which demonstrate fairness, equality, and anti-racism in everything we do. We will not tolerate less favourable treatment of anyone, especially those with legally protected characteristics, and welcome applications from all sections of all communities.

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Registered Charity Number 1097110
(in England and Wales)

Company Registration Number 4309564
(in England and Wales)