

Our purpose

To reduce the rate and impact of cancer through best practice prevention, research and support.

Position description and person specification

Position title: Partnerships Development Lead

Unit: Fundraising and Engagement

Department: Fundraising

Location: 202 Greenhill Road, Eastwood

Manager: Philanthropy Manager

Employment: Full time

Last updated: September 2025

By whom: Senior Manager Fundraising

Cancer Council SA

- has worked resolutely since 1928 to deliver cancer research, prevention, and support services
- is the state's leading independent, cancer-related, non-government organisation, dedicated to reducing the impact of cancer for all South Australians
- invests in three main strategic objectives: research, prevention and support
- is uniquely positioned as a resource for action and a voice for change towards a cancer free future
- is committed to The National Principles of Volunteer Involvement and Management
- maintains a non-smoking workplace and provides assistance with quitting
- requires employees and volunteers to promote cancer-preventing healthy lifestyle practices and behaviours, as outlined in organisational policies

Our core values are represented by three value statements:



Care

We are driven to make a difference for all—those we serve, our teammates, our partners and ourselves.



Integrity

We strive to do the right thing always, act truthfully and honourably, be our authentic selves, be inclusive and embrace diversity.



Excellence

We work as one team and constantly push ourselves to be the best we can. We arrive every day inspired to make an impact through our talents, passion and commitment.

Unit role and objectives

Fundraising and Engagement

The Fundraising and Engagement (FE) area includes Cancer Council SA's fundraising, communication, prevention and advocacy, marketing, and customer experience teams.

FE ensures a strategic and coordinated approach to our internal and external representation and enables the organisation to meet our objectives through strategy development, advocacy, brand positioning, fundraising and effective stakeholder relationships.

FE proactively positions Cancer Council SA as a leading charity and respected thought leader, through agenda setting with external stakeholders in media, government, industry, and the community. We drive strong support for Cancer Council SA from key external stakeholders and donors by showcasing our expertise and service offering. We activate our community through prevention programs, fundraising, powerful advocacy, strategic events and campaigns.

Position overview

The Partnerships Development Lead plays a key role in advancing the mission of Cancer Council SA (CCSA) by identifying and cultivating strategic partnerships, funding opportunities, and innovative initiatives. This role focuses on expanding CCSA's reach, impact, and financial sustainability through relationship-building, proposal development, and strategic planning.

As a member of the broader fundraising team, the role is also required to support other fundraising activities as required.

Reporting relationships

This position reports to:	Philanthropy Manager
Number of staff reporting to position:	Nil

Key accountabilities (outcome based)

- Partnership & Donor Development
 - Identify and engage potential Corporate partners and sponsors.
 - Establish and maintain a strong stewardship program.
- Revenue Generation & Fundraising
 - Collaborate with the philanthropy, fundraising and broader organisational teams to develop funding proposals and pitches.
 - Support the development of diversified income streams, including workplace giving, sponsorships, multi-year partnerships and social impact initiatives.
- Strategic Growth
 - Contribute to the development and execution of partnership development strategies aligned with CCSA's mission and strategic plan.
 - Conduct market and sector research to identify emerging opportunities and trends.
- Collaboration & Communication

- Work cross-functionally with internal teams to align partnership development efforts with programmatic goals.
- Represent the organisation at sector events, networking functions, and donor meetings.
- Reporting & Impact Measurement
 - Track and report on partnership development activities, outcomes, and KPIs.
 - Support impact reporting and storytelling to demonstrate value to funders and partners.

Protect your own health and safety and that of others by:

- complying with and actively contribute to the development of organisational policy and safety systems
- following reasonable instructions and training and complying with organisational policy and safety systems
- identifying and reporting workplace hazards and incidents to their supervisor
- complying with Cancer Council SA's OHS&W policies and procedures
- providing a safe working environment for all staff (paid and voluntary), contractors and invitees
- ensuring that your staff (paid and voluntary), contractors and invitees comply with policies and procedures as updated from time to time

Special conditions

- The successful applicant must be a non-smoker
- Current SA Drivers licence is desirable
- Intra/inter-state travel, out of hours and weekend work may be required
- Appointment will be subject to a satisfactory police check and may require a further Department of Human Services clearance

Person specification (knowledge, skills and experience)

- Demonstrated experience in business development, fundraising, or partnership management within the nonprofit or philanthropic sector.
- Strong interpersonal and communication skills, with the ability to engage diverse stakeholders.
- Strategic thinker with a track record of identifying and securing funding opportunities.
- Excellent writing skills, particularly in proposal and grant development.
- Proficiency in CRM systems (ideally Salesforce) and Microsoft Office Suite.
- Bachelor's degree in Business, Communications, Nonprofit Management, or a related field. (desirable)
- Familiarity with philanthropic trends, grant-making processes, and impact measurement. (desirable)
- Experience working in health sector. (desirable)

Signatories

Incumbent

Name: _____

Signature: _____

Date: _____

Manager

Name: _____

Signature: _____

Date: _____