

**Title** Commercial Partnerships Officer  
**Team** Commercial  
**Manager** Head of Commercial



## **MAIN PURPOSE**

Support the management and acquisition of BUCS commercial partners. Lead on partnership activations and play a key role in evaluating and improving activity for commercial benefit of the organisation.

## **MAIN DUTIES AND RESPONSIBILITIES**

- Manage and develop relationships with existing commercial partners.
- Lead the delivery of partner contracts and activations.
- Work with the Events Team and Corporate Events Manager to ensure partner activity is embedded in the delivery of sport and non-sport events.
- Work with the Engagement Team to ensure digital campaigns are aligned to partner needs.
- Evaluate and analyse performance of partner activations and make recommendations for improvement.
- Support the acquisition of new commercial partners.
- Support the delivery of the Commercial and Engagement strategies.
- Provide support to the Commercial Partnerships Manager and Head of Commercial.

## **OTHER DUTIES AND RESPONSIBILITIES**

- Develop relationships with other teams and departments.
- Undertake duties as can be reasonably expected to ensure the smooth running of BUCS and in compliance with BUCS policies.

This role may involve weekend and evening work and overnight stays at BUCS events.

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## **PERSON SPECIFICATION**

### **EXPERIENCE OF**

- Leading and/or supporting commercial partners, including activations and evaluation.
- Delivering in-person and digital event activations to fulfil contractual agreements.
- Working with heads of departments and staff in different internal teams.
- Analysing activations and driving improvement and innovation.
- Managing a busy workload with a range of concurrent accounts and projects.

### **KNOWLEDGE OF**

- Commercial landscape in the not-for-profit and/or sports sector.
- The student sport sector.

### **OTHER SKILLS AND ABILITIES**

- Working with a range of internal teams to deliver high-quality events.
- Innovation and proactivity.
- Excellent interpersonal skills and ability to build great relationships and partnerships with individuals and organisations internally and externally.
- Ability to communicate clearly and succinctly to a range of audiences via a range of media.
- Excellent customer service skills for both internal and external stakeholders.
- Proficiency with Microsoft Office, especially PowerPoint or other presentation application.