

Position Opening: Director of Corporate Relations

Riverside Park Conservancy seeks a highly motivated Director of Corporate Relations to lead the organization's corporate partnerships and fundraising efforts. This is a full-time position based in New York City.

Background

Riverside Park Conservancy works in partnership with the City of New York to restore, maintain and improve Riverside Park – across six miles, and five parks – running along the Hudson River in Manhattan from 59th Street to 181st Street. Over thirty-five years, the Conservancy has transformed Riverside Park from a state of neglect to a welcoming oasis.

The Conservancy has seen exponential growth over the past decade. In 2009, the organization had only three full time staff in the Park, and today, it has a \$9 million budget and over 45 staff positions. It has expanded to serve not only Riverside Park, but also Riverside Park South, West Harlem Piers Park, Sakura Park, and Fort Washington Park up to the George Washington Bridge.

The Conservancy leverages public and private funding to deliver high-profile capital improvements to the Park, including restoring the Field House at 102nd Street, replacing staircases and pathways, and renovating playgrounds. It runs a state-of-the-art Zone Gardener program, which now includes 24 horticulturalists who are reshaping entire sections of the Park. The Conservancy produces over 250 free public events every year, and stewards nearly 40,000 hours of annual volunteer time from both individuals and groups. Its summer sports camp now serves more than 1,600 children from diverse communities along the length of the Park and beyond. More information can be found at <https://riversideparknyc.org/>.

About the Position

The Director of Corporate Relations will develop and lead the Conservancy's corporate relations strategy, focused on deepening partnerships with existing and new corporate partners to generate financial support, stewardship and visibility for Riverside Park. A newly created position, the Director will oversee the Conservancy's corporate events, corporate sponsorships, and corporate grants, with a focus on prospecting and cultivating a relationship pipeline.

This position will work closely with the Director of Development, especially around donor and partner cultivation events. They will also work closely with the Conservancy's Volunteer and Programming departments and the NYC Parks Department in the development of an annual strategy outlining corporate giving opportunities including sponsorships, recognition, events and activations. The Director of Corporate Relations will be a key member of the Conservancy's leadership team and will report directly to the Conservancy's President & CEO.

Role and Responsibilities

Corporate Relationships:

- Oversee and proactively manage the Conservancy's existing corporate relationships to deepen engagement and increase their levels of annual support and stewardship activities

- Build-out a robust slate of corporate engagement opportunities that aligns with the Conservancy's revenue goals and programmatic priorities, while at the same time delivering value to corporate supporters
- Pitch and secure corporate sponsorships in line with priorities
- Actively identify new prospects by leveraging existing relationships and researching new opportunities and sectors
- Field inquiries about corporate funding opportunities and corporate events and create compelling custom proposals
- Work alongside the Director of Volunteer Initiatives to evaluate, streamline and manage the processes for planning and running corporate volunteer events to maximize profit and efficiency
- Serve as an ambassador for Riverside Park Conservancy by welcoming groups, leading tours and conveying the value and impact of corporate partnerships
- Implement a moves management system for long-term corporate engagement from recruitment through long-term stewardship
- Partner with communications staff to develop and promote unique corporate sponsorship opportunities
- Oversee corporate foundation grant application proposals and reporting

Fundraising Events:

- Work alongside the Director of Development to secure corporate sponsorships and support for the Conservancy's annual Gala and other fundraising events
- Support the Conservancy's team in producing smaller fundraising and friend-raising events

Management & Administration:

- Facilitate related committees and task forces of the Conservancy's board of directors and work directly with board members to identify and cultivate new corporate opportunities
- Prepare regular budget-to-actual progress reports and forecasts on fundraising
- Develop and deepen partnerships with vendors and partner organizations to encourage proactive cooperation and exchange of ideas

Qualifications

- Bachelor's degree or higher
- Strong development background with at least 5 years of progressive fundraising and partnership management experience
- Comfort and experience building relationships with and making asks of corporate funders
- Proven track record of cultivating and securing new revenue from a variety of funders, with an emphasis on corporate and institutional giving
- Exceptional written and oral presentation skills
- Excellent organizational, interpersonal and communications skills
- Proven ability to take initiative, while exercising diplomacy and sound judgment in a fast-paced and dynamic work environment
- Inventive, driven and entrepreneurial with a good sense of humor

- Commitment to and enthusiasm for Riverside Park, its mission and its future

This position is ideal for an ambitious development professional who is ready to take their career to the next level. They must be able to work collaboratively and effectively with multiple stakeholders in support of a unified mission to grow the private base of support for Riverside Park.

Job Applicant Information

Physical Requirements and Working Conditions:

- Hybrid work environment – office, remote, and Riverside Park
- Will require some evening and weekend work
- Local travel within NYC for meetings and special event attendance required

All new hires must be vaccinated against the COVID-19 virus unless they have been granted a reasonable accommodation for religion or disability. If you are offered employment with the Conservancy, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the Conservancy.

Salary Range: \$80,000-\$90,000

To apply: Please submit your resume along with a cover letter, detailing your interest in and fit for the position to jobs@riversideparknyc.org. Include “Director of Corporate Relations” in the subject line.

Riverside Park Conservancy affirms, without reservation, the principles of equal opportunity in employment, and will not discriminate against qualified candidates for any unlawful reasons, including race, religion, gender, national origin, age, or disability