

STPI

Creative Workshop & Gallery

JOB DESCRIPTION

Job Title	Manager (Partnership & Sponsorship)
Department	Special Projects
Reporting To	Assistant Director (Projects)
Subordinate(s) (if applicable)	NA

Overall Job Objectives:

Responsible for developing meaningful relationships with strategic partners. Support the Assistant Director in achieving sponsorship targets.

Core Responsibilities:

- Establish a framework of strategic partners that STPI can develop meaningful relationships with.
- Together with the Manager (Marketing & Communications), develop frameworks and materials to pitch to potential sponsors and partners.
- Search for new partners whom STPI can develop mutually beneficial relationships.
- Approach identified partners to assess preliminary interests.
- Understand the aspirations and interests of partners to identify potential areas of collaborations.
- Develop and implement all-year-round programmes with the partners.
- Solicit sponsorships from partners.

Job Specifications:

- Bachelor's Degree in Business or related field.
- At least 5 years of relevant working experience.
- Experience in Business Development or Relationship Management.
- Good network with corporates would be a plus.
- Possess excellent communication, interpersonal and negotiation skills.
- Fluency in English and one other Southeast Asian language would be a plus.