



## **Partnerships Manager European Food Banks Federation (FEBA)**

*The European Food Banks Federation (FEBA), a European non-profit organization based in Brussels, wishes to appoint a Partnerships Manager.*

FEBA, which was established in 1986, is a membership-based organization and works in collaboration with 24 members and 4 project members in European countries. It represents its membership at European and international level; supports and strengthens food banks in Europe by providing training, sharing best practices, and developing partnerships; fosters the creation of new food banks in countries where it is needed.

FEBA brings together 388 food banks and branches which are committed to fight against food waste and to feed the most deprived. Our members provide 4.1 million meals each day to 8.1 million most deprived people through 44,700 charitable organizations thanks to the professionalism of 23,500 co-workers (88% volunteers).<sup>1</sup>

For further information about FEBA please visit: [www.eurofoodbank.org](http://www.eurofoodbank.org)

### **Responsibilities**

The Partnerships Manager supports and collaborates with the Secretary General.

- To develop and prepare a strategic plan for partnerships with corporates, including recruitment and development of new partnerships;
- To research and target corporate partners whose activity and values may match with the mission of FEBA;
- To maintain and reinforce partnerships with existing corporate partners, aimed at donating funds and/or surplus food, and developing volunteering opportunities for their employees to the direct benefit of FEBA and/or its membership;
- To build new partnerships with corporates in order to donate funds and/or surplus food and develop volunteering opportunities for their employees to the direct benefit of FEBA and/or its membership;
- To monitor and prepare reports about the partnerships with corporates;
- To manage information and record the profile and activity of corporate partners on a database;
- To ensure that corporate partners are satisfied with their partnership and are kept informed of progress and milestones;
- To establish new forms of partnerships;
- To collaborate with FEBA membership.

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<sup>1</sup> These figures represent the impact of FEBA network in 2017, including Tafel Deutschland which joined FEBA in March 2018.



The position is based in Brussels, full-time 6-month contract with the possibility of a full-time permanent contract after this period. The Partnerships Manager works under the supervision of and in close cooperation with the Secretary General.

### **Qualifications and experience**

- University degree, or equivalent title, preferably in the field of Political Sciences, International Relations, European Studies, Management or related areas.
- Have good negotiation, listening and anticipation skills.
- Excellent written and spoken English and French. Knowledge of additional language(s) would be an asset.
- Experience in commercial contact, budget planning and monitoring would be an asset.
- Experience in the non-profit sector would be an asset.

### **Skills and competences**

- Structured, very well-organized, able to multi-task
- Capacity to work independently and proactively as well as in team
- Good written and spoken communication skills
- Excellent interpersonal skills
- Capacity to work under pressure and respect deadlines
- Capacity and interest in working in a non-profit, international, and multicultural environment
- Proficiency in using information technology
- Available to travel for work and reasonable flexibility in working time
- Have strong ethics integrity and adherence to the mission of FEBA.

### **How to apply for this position**

Please send the following:

- A cover letter (maximum 2 pages) in English explaining why you are interested in this position, how you correspond to the skills and competences required, your motivation and your salary indication;
- A curriculum vitae in English.

Please send your application by email to [info@eurofoodbank.org](mailto:info@eurofoodbank.org) with the subject line: “FEBA Partnerships Manager – Your Name” by **Friday 7 December at noon**.

All candidates will be informed whether they are invited for an interview. The successful candidate should begin working as soon as possible.