



What We Need

Cascade Bicycle Club is seeking a strategic, collaborative, and detail-oriented relationship builder to serve as the next **Corporate Partnership Officer**. The Corporate Partnership Officer will serve this dynamic, well-established, and respected organization by demonstrating a passion for bicycling and for growing the influence and impact in pursuing the organization's mission.

Who We Are

Cascade Bicycle Club, the nation's largest statewide bicycle nonprofit, is 10,000-members, 54-years old, and 37-staff strong, serving bike riders of all ages and abilities throughout the state of Washington. We teach the joys of bicycling, advocate for safe places to ride, and produce community rides and events. Our signature programs include the Seattle to Portland ride, the Pedaling Relief Project, advocacy for connected trail networks and on-street bike networks in Seattle and across the Puget Sound Region, Your Streets Your Say, Free Group Rides, Adult Classes, Let's Go, and the Major Taylor Project.

Washington Bikes promotes the health, safety, environmental, and economic benefits of bicycling. We advocate for people who bike, endorse political candidates, and hold officials accountable. We collaborate with community members and public officials to shape policies and investments in active transportation that create equitable, sustainable, and thriving communities across Washington state.

Our Values:

- **Equity** - We lead with a racial equity lens to eliminate inequities in community health outcomes and in mobility and transportation access. Bicycles are a tool for liberation.
- **Climate Justice & Clean Air** - Bicycles are clean, healthy, and an affordable solution to help solve the climate crisis, clean our air, reduce transportation pollution, and create sustainable communities.
- **Community** - We create opportunities for people to come together by removing barriers and fostering a sense of belonging. Bicycles are an integral part of creating connected, equitable and thriving communities.
- **Safety** - Safety is a right; we champion spaces that foster physical and emotional wellbeing.
- **Collaboration** - We share power, resources, and knowledge as a means to enrich lives and form mutually beneficial partnerships. We celebrate the existing strengths of our partners and participants and seek to be an accessible asset for others.

For a detailed description of the organization and its programs, please visit <http://www.cascade.org> or <http://www.wabikes.org>

What You'll Bring

The Corporate Partnerships Officer supports Cascade Bicycle Club's mission by building, expanding, and sustaining relationships with corporate partners. This role involves developing strategies for soliciting and securing funding, ensuring exceptional cultivation and stewardship of sponsorships, and managing a diverse portfolio of corporate donors and prospects.

Duties and Responsibilities

Direct Fundraising Responsibilities (80%)

- Manage a portfolio of approximately 75 corporate partners and prospects, securing five- and six-figure gifts to meet annual and multi-year fundraising goals
- Develop and implement strategies to approach and engage corporate partners
- Lead the acquisition, contracting, fulfillment, reporting, and stewardship of corporate partners and prospects
- Create tailored sponsorship packages that address the specific interests and priorities of each company and align with Cascade's mission and [Community Centric Fundraising principles](#)
- Collaborate with the communications, events, and education teams to ensure all commitments are met
- Order materials for sponsorship activations and assist relevant departments in executing activations (i.e. event setup)
- Strengthen relationships and promote Cascade's initiatives via site visits, meetings, tailored communications, and attending Cascade events (as needed)
- Prepare reports for major funders that demonstrate the value of their partnership
- Collaborate with Development Director and contract grant writer to identify opportunities and apply for corporate grants
- Represent Cascade Bicycle Club at community business gatherings and events to raise awareness of the organization's mission and initiatives.
- Coordinate with volunteer managers to attract, engage, and manage corporate volunteer opportunities
- Track interactions and communications with corporate partners in the Salesforce CRM, ensuring up-to-date and accurate records

Partnership Strategy (20%)

- Work with the Development Director to develop and refine multi-year corporate partnership strategy, setting goals and identifying opportunities for growth
- Assist the Development Director in creating the annual budget and ensuring financial goals are met
- Prepare regular reports on the status of corporate funding efforts and present updates to the Development Director
- Conduct research to identify trends and best practices in corporate philanthropy, Community Centric Fundraising, events industry, etc. and apply this knowledge to improve Cascade's programs
- Coordinate fundraising activities with grants, individual giving, and membership colleague to build relationships with corporate leaders to ensure team success
- As needed, provide training to staff, volunteers, and board
- Manage special projects as assigned by the Development Director

Skills and Competencies

- Strong project management skills with the ability to meet deadlines and manage multiple tasks simultaneously.
- Exceptional attention to detail for tracking and fulfilling partnership commitments.
- Experience with CRM software and data management tools.
- Excellent communication and interpersonal skills, with the ability to present to high-level executives.
- Customer service orientation with a focus on building and maintaining long-term relationships.

- Ability to think strategically, identify opportunities, and prioritize

Qualifications

- 3+ years of experience in corporate sponsorship, corporate philanthropy, or partnership management
- Experience securing five-figure gifts and managing complex relationships. Experience securing six-figure gifts a plus
- Proven ability to develop and implement effective sponsor strategies and track performance against goals
- Experience in sales account management and designing reports and proposals
- Interest in promoting bicycling as a mode of transportation a plus
- Reliable transportation to events with the ability to transport activation materials

Job Details

This position is **full-time exempt** and remote-hybrid eligible. Generally, work can be done off-site, provided there is no loss to team collaboration, the needs of the organization, and the essential functions of the position. However, residence in Washington state and the ability to come into the office one to two days a week are required. This position also requires evening and weekend work as required to connect with corporate partners and execute sponsorship activations, generally no more than one weekend per month. Typical weekly hours for this position are M-F, 9 a.m. to 5 p.m.

Commensurate with the experience and qualifications of the selected candidate, the salary range starts at **\$78,857 with a midpoint of \$98,572**, along with a competitive benefits package. New hires typically start between minimum and midpoint.

Cascade offers a robust benefits package, which includes:

- Employer-sponsored health, dental, and vision insurance
- Optional short-term disability, long-term disability, and life insurance coverage
- 401k with 5% employer matching
- 160 hours of paid time off front-loaded annually + 12 paid sick days + 12 paid federal holidays
- Office-wide paid winter recess between December 25 and January 1
- 4 weeks paid parental leave after one year of employment
- Flexible schedule available
- ORCA transit pass
- Free entry and guest pass on most Cascade rides
- Abundant discounts and offers with retailers and partner organizations
- Beautiful open office workspace with fresh airflow and bright natural lighting.
- Option to sit or stand with individual, adjustable motorized desks.

To Apply

Submit a resume and cover letter to resume@cascadebicycleclub.org with “**Corporate Partnership Officer**” in the subject line.

Cascade Bicycle Club is on a journey to becoming an anti-racist organization. We strongly encourage applications from people who have historically been underrepresented in the bicycle industry, advocacy, and nonprofit work.

Cascade is an Equal Opportunity Employer and is committed to diversity, racial equity, and inclusion.

Cascade does not discriminate on the basis of race, color, national origin, ancestry, sex, sexual orientation, gender identity or expression, religion, age, pregnancy, disability, work-related injury, covered veteran status, political ideology, genetic information, marital status, record of arrest or conviction, or any other factor that the law protects from employment discrimination. We strive to have a diverse board, staff, and volunteer base that is reflective of the communities we serve. This position is subject to reference checks and the completion of a background check. Cascade will consider qualified applicants for employment pursuant to the Seattle Fair Chance Employment Ordinance and Washington State Fair Chance Act.

Covid-19 Vaccination Requirement

If hired, you will be required to submit proof of vaccination.

Hiring Timeline

Estimated date of hire for this position is August 2024.