

# Corporate Partnerships Manager

**Full-Time Permanent | Winnipeg, MB**

*The Royal Manitoba Theatre Centre exists to celebrate the widest spectrum of theatre art. Deeply rooted in the province of Manitoba, which gave it life and provides for its growth, Royal MTC aspires to both reflect and engage the community it serves. Canada's oldest regional theatre, Royal MTC produces ten plays at two venues, the Winnipeg Fringe Theatre Festival, extensive engagement, outreach and educational activities, and an annual Regional Tour each season. [RoyalMTC.ca](http://RoyalMTC.ca)*

The Corporate Partnerships Manager plays a key role in fundraising operations by developing, securing, and stewarding sponsorships and corporate partnerships that help advance Royal MTC's mission. The Manager will cultivate strong relationships with corporate partners, identify new opportunities for engagement, and ensure the delivery of meaningful recognition and benefits that reflect the theatre's values and brand.

## RESPONSIBILITIES

### Sponsorship & Partnership Development

- Develop and implement strategies to increase revenue and engagement through corporate sponsorships and in-kind partnerships across all productions and programs, including: MTC's Mainstage & Warehouse productions, Regional Tour, Black & White Ball, Lawyer's Play and the Winnipeg Fringe Theatre Festival.
- Research, identify, and solicit new corporate partners aligned with Royal MTC's mission and audience.
- Create customized sponsorship proposals for productions, special events, education programs and other initiatives.
- Negotiate sponsorship agreements and ensure fulfillment of all contractual benefits.
- Collaborate with marketing and communications teams to ensure sponsor visibility and fulfillment of recognition benefits.
- Strengthen relationships with key suppliers to secure better pricing, in-kind support, and new sponsorship opportunities.

### Relationship Management & Stewardship

- Serve as the primary contact for corporate sponsors, ensuring exceptional service and consistent communication.
- Build and nurture long-term relationships with existing sponsors and business partners.
- Coordinate the delivery of sponsorship benefits, including branding, hospitality events, backstage tours, ticket arrangements, and promotional opportunities.
- Plan and execute stewardship activities that celebrate and renew partnerships, including recognition events and on-site engagement.
- Keep excellent records of corporate partnerships & communications.
- Provide timely reporting and updates to sponsors and internal stakeholders.

### **Event & Organizational Support**

- Collaborate with Fund Development team to integrate sponsors into major fundraising and community events.
- Support special events, donor experiences, and community engagement initiatives as needed.
- Prepare regular reports and forecasts on sponsorship revenue, partnership activity and renewal status.
- Other duties as assigned.

### **QUALIFICATIONS**

- Post-secondary education in fundraising, business, communications, or a related field (or equivalent experience).
- Minimum 3–5 years of experience in corporate fundraising, sponsorship, or business development.
- Proven success in securing and managing corporate partnerships or sponsorships.
- Strong proposal writing, and negotiation skills.
- Excellent relationship-building and communication abilities.
- Strong organizational and project management skills, with attention to detail and deadlines.
- Valid Manitoba Driver's license, with access to a reliable vehicle.
- Experience with fundraising or CRM databases (Tessitura experience is an asset).

### **POSITION DETAILS**

This full-time, ongoing position reports to the Director of Development and works closely with the entire Development department as well as the Executive & Artistic Directors.

The work environment is in-person at Royal MTC's administrative offices in downtown Winnipeg.

Typical work hours are Monday to Friday, 9:00 a.m. to 5:00 p.m., with some evening and weekend work required, particularly around opening nights and special events.

A clear Police Information Check is required upon hire.

### **SALARY AND BENEFITS**

Royal MTC offers a collaborative and fast-paced working environment, complimentary and discounted tickets, and a comprehensive benefits package including an employer paid health benefits plan and a pension matching program.

The salary range for this position is \$50,000 - \$65,000 (based on a 35-hour work week) commensurate with qualifications and experience.

## HOW TO APPLY

Interested candidates are asked to submit their resume and cover letter to the attention of Heidi Struck, Director of Development, with the subject heading “Corporate Partnerships Manager” to [hr@royalmtc.ca](mailto:hr@royalmtc.ca) by **Wednesday, December 10, 2025**. Applications will be reviewed as received.

Applicants must be legally entitled to work in Canada.

As demonstrated by our **Equity, Diversity, Inclusion, and Anti-Racism Commitment to Action**, Royal MTC is on a deliberate and strategic path to creating an inclusive environment for all employees and to becoming an anti-racist organization. We desire to attract a workforce that reflects and shares these values. Recognizing the historic underrepresentation of Indigenous, Black, and People of Colour (IBPOC) in leadership positions, we will prioritize qualified individuals who self-identify as IBPOC.

Royal MTC is committed to accommodating applicants with disabilities throughout the hiring process and will work with all applicants requesting accommodation at any stage. If you require accommodations or have any questions about this role, please email [hr@royalmtc.ca](mailto:hr@royalmtc.ca).

We thank all candidates for their interest; however, only candidates selected for further consideration will be contacted.