

Role Profile

Overview	
Role	Head of Partnerships Development
Main Purpose	To lead and inspire the Partnerships teams in each country to achieve their fundraising targets and to provide appropriate and effective systems, processes and equipment in support.
Department	Partnerships Department
Location	Head Office, Manchester UK
Reporting To	International Partnerships Director
Reporting staff	Partnership Managers
Main Duties	
<ul style="list-style-type: none"> • Lead and inspire the Partnerships teams in each country • Manage the performance of Partnerships staff individually and country performance as a whole • Evaluate and implement new fundraising ideas and development opportunities • Oversee and develop the Partnerships CRM system in conjunction with the Operations team • Develop and maintain effective reporting systems for monitoring individual and country performance • Standardise fundraising systems and processes internationally (taking into account the culture, economy and opportunities in each country) • Assist with the creation and subsequent monitoring of income budget forecasts for each country • Prepare and implement Partnerships set-up and operating plans for new country launches • Work closely with the Operations and Finance departments to ensure effective utilisation of staff and financial resources • Actively ensure, in conjunction with HR, the recruitment, development and retention of high-calibre Partnerships staff • Some international travel as required 	
Key Result Areas	
<ul style="list-style-type: none"> • Achievement of Partnerships fundraising targets for individuals and countries • Effective management and development of the CRM system • Accurate and timely weekly/monthly performance monitoring and reporting • Standardisation of partnership roles, systems and processes internationally • Effective evaluation of all relevant income streams to ensure maximum ROI in each country 	

Soft Skills	Technical Skills
<ul style="list-style-type: none"> • Strong leader • Teamworking • Relationship management • Listening & providing feedback • Self confidence • Organised • Flexible • Adaptable • Creative problem solving • Ability to work under pressure to deadlines 	<ul style="list-style-type: none"> • CRM database systems • Performance monitoring systems • Data analysis • Project management • Business management • Report writing • Budgetary planning • Software proficiency (incl MS Office)
Experience & Education	
<ul style="list-style-type: none"> • Degree level education or equivalent • Demonstrable track record as a successful manager of high performing target-oriented teams • Proven experience of creating and developing performance management systems • Experience of managing CRM systems 	