

Job Description

Partnership Success Manager

Job title	Partnership Success Manager
Reports to	Head of Partnerships
Works with	Business operations team and delivery partner network
Location	Bristol Office
Starting salary	£29,000
Main Purpose of Job	<p>To ensure the retention, engagement, and expansion of our delivery partner network.</p> <p>An exciting opportunity for an ambitious person to join a fast-growing business and help develop and grow our network of delivery partners. As Partnership Success Manager you will be responsible for the growth and effective management of a national network of school and early years delivery partners. Acting as a primary point of contact for partners you will anticipate and support their needs, ensure the effective communication of organisational priorities, and facilitate their engagement in our wider programmes offering. In addition, as Partnership Success Manager, you will be responsible for the growth of our delivery partner network, targeting and onboarding multi-school organisations to support the regional promotion and delivery of our programme offering.</p>

Main Duties

- Partnership Growth
 - Scope and target multi-school organisations to support development of our partner footprint
 - Generate own leads through various channels including direct approach and referral
 - Work with marketing and sales team to develop and communicate or partnership offer
 - Onboard and mobilise new partner organisations
- Cross-programme promotion
 - Introduce opportunities to existing partner networks to grow and develop their programmes offer
 - Communicate wider programmes offer and key deadlines across partner network
 - Ensure clarity and priority of programme engagement is shared with partners
- Partnership Management

- Develop a deep understanding of our programmes, their operational delivery and the key personnel to support partner queries and resolution
- Facilitate regular meetings with partners online and face-to-face
- Liaise with partnership, sales, finance and candidate management teams to relay partner and programmes team priorities and seek resolutions to partner queries and support requests
- Identify and drive improvements to ease management, delivery and growth of our programmes and partnership offer
- Support partner promotion and communication of our programmes offer
- Meet personal and team KPIs and objectives

Personal Specification

- A strong communicator (written and verbal)
- Previous customer facing project management, delivery and relationship management experience
- Ideally existing knowledge of the education sector and professional development of the education workforce
- Time management and organisational skills
- Be highly competent using MS Word, Excel & PowerPoint and experienced with database
- Be open to change - actively looking for ways to improve processes and outputs
- Be professional with proven sales experience
- Work well under pressure with the ability to deal with issues as they arise
- Exceptional administration and organisation