

## JOB DESCRIPTION

**POST TITLE:** Strategic Partnerships & Engagement Manager

**GRADE:** 11

**DIVISION / UNIT:** Policy, Partnerships & Performance

**DEPARTMENT:** Strategy & Communities

**REPORTS TO:** Head of Policy, Partnerships & Performance

### PURPOSE OF THE JOB

- To build strategic partner relationships and planning, in particular, the Anchor Network, through the development of a coherent partnership framework.
- To share insights and strategic recommendations from collaborative working that enable the council's senior stakeholders, including the Chief Executive and Leader, to have a collective response to challenges and opportunities facing Southwark.
- To bring together a collective vision and galvanise partners' commitments to delivery against shared goals.

## PRINCIPAL ACCOUNTABILITIES

1. Build and support impactful strategic partnership networks and relationships, primarily for the Anchor Network, with a view to identifying opportunities for the council to deliver on its strategic priorities.
2. Develop a coherent strategic partnership framework that aligns the dynamic network of partnerships in Southwark. Review existing objectives, membership, and activities and facilitate a stronger golden thread from the Anchor Network through to key local strategic partnerships in the borough
3. Work across council services to build coalitions and activities that mobilise internal and external partners to support the development, adoption, socialisation and delivery of strategy, policy, commitments and action plans.
4. Spearhead engagement initiatives that visibly champion and encourages support to collaborative partnership working, such as annual high profile policy conference with local and national partners that share impact of shared actions and activities.
5. Coordinate, write and champion bids to help the council increase external funding sources into the borough in support of the key commitments and actions agreed by the strategic partnership.
6. Oversee and/or manage designated cross-cutting projects in relations to the Anchor Network where the council is the lead accountable partner, including drafting proposals, conducting research and evidence-base, consulting with relevant stakeholders, development, initiation, implementation and evaluation of benefit realisation; recommending adjustments or improvements, as necessary.
7. Conduct research and analysis of current policies, legislation, and horizon scanning for emerging trends to identify strategic opportunities and challenges.
8. Provide sound advice and guidance to senior management on policy issues, offering innovative solutions and alternatives when appropriate.
9. Prepare and present reports, briefings, and presentations to communicate complex policy concepts effectively to a diverse audience.
10. Troubleshoot to improve the impact delivered by partnerships of strategic value to the council, including by supporting service teams to manage their interactions and relationships with strategic partnerships more effectively, through developing communities of practice.
11. Enable partners/hips to navigate internal Southwark decision making and embed partnership decisions within the council.
12. Ensure that strategic partners have an efficient, one council experience of London Borough of Southwark

## **JOB CONTEXT / REPORTING**

The Policy, Partnerships and Performance service brings together the teams which drives and promote coherent corporate strategy, policy and plan development aligned to council priorities, business intelligence and performance data that enables transparency and continuous improvements through building of evidence-base and external lens, and strategic partnerships management that co-ordinates, aligns and embeds Southwark's strong organisational, place and political leadership through common partnership goals.

The Strategic Partnerships and Engagement team forges alliances to enable joined-up strategic partner relationships, in particular, the Anchor Network, through the development of a framework of Southwark's dynamic partnership networks. They will act as a conduit that share insights and strategic recommendations from collaborative working to enable a collective response to the challenges and opportunities facing Southwark. They galvanise relationships towards delivery and the investing of collective resources towards shared priority outcomes.

Reporting:

The post holder will have line management responsibility.

The post-holder will be part of the Policy, Partnerships and Performance management team and may be required to provide management cover in the absence of other unit managers.

Financial responsibilities:

Some management of resources delegated to the team.

## **GRADE/CONDITIONS OF SERVICE**

Grade: 11

The employment is subject to a probationary period of twenty six weeks from your start date of employment with Southwark Council, during which time you will be required to demonstrate to the council's satisfaction your suitability for the position in which you are employed.

Must be able and willing to work outside normal office hours as required, such as evening meetings, but this will be subject to agreement, where possible.

This post is politically restricted under the Local Government and Housing Act 1989

## PERSON SPECIFICATION

The person specification is a picture of skills, knowledge and experience required to carry out the job.

	Essential (E)	How assessed (S/ I/ T)
<b>Knowledge, including educational qualifications:</b>		
Educated to degree level or equivalent standard in politics, sociology or economic related fields	E	S
Understanding of what change the council wants to deliver and actively seeking out partnership opportunities to drive this agenda, embedding and monitoring outcomes.	E	S
In-depth understanding of the public policy context in which the Council operates.	E	I
Knowledge of major factors, influences and legislation facing local government.	E	I

An understanding of equality, diversity and inclusion and its impact/role within partnership working.	E	I
<b>Experience:</b>		
Working with, building, and managing effective relationships with stakeholders, including those within, outside and across organisational boundaries and in situations where there are conflicting or competing views, to further the aims of this organisation.	E	S/T
Significant experience of advising senior managers, members and other stakeholders on high profile issues.	E	I
Track record of providing high quality advice to support critical strategic decision making by members and senior officers.	E	I
Oversight of the organisation's key strategic stakeholder relationships, to help streamline processes, avoid duplication and identify where additional support may be required.	E	I
Providing strategic support and proactive day-to-day management of the assigned partnerships to maximise the benefits secured, ensuring that the objectives of both organisations are met.	E	I
Providing high-quality stewardship to help engage and motivate corporate partners, ensuring long-term support.	E	I
Linking strategic partnerships with relevant internal work in a timely manner to take advantage of opportunities and limit possible divergence on key issues. Working collaboratively across service areas and disciplines to produce positive outcomes.	E	S/T
<b>Aptitudes, Skills &amp; Competencies:</b>		
Adapt at presenting and communicating clearly, effectively and appropriately for a variety of audiences across seniority levels in the form of position statements, discussion papers and annual reports.	E	S/I
Demonstrable ability to advocate confidently on complex and sensitive issues with senior stakeholders.	E	I
Sound political awareness and sensitivity to develop and sustain consensus and ensure credibility with members, senior officers, key stakeholders and staff.	E	I
Ability to build strong relationships with services, partners and citizens to engage & influence them to support and drive participative policy making	E	I

Embed a culture focused on residents, ensuring staff & partners keep the needs of residents at the forefront of everything they do, role modelling this yourself.	E	I
Create new ways of collaborative working, drawing new insights to re-define how things are done and boil down complexity to provide clarity and focus.	E	S/T
Ability to adapt and respond to unexpected situations flexibly, help mobilise people to create & test ideas.	E	I
Maintain a strong external profile as an ambassador for the Council.	E	I
<b>Special Conditions of Recruitment:</b>		
Comply with and promote the Council's Equal opportunities policy.		

**Key:**

<b>E</b>	Essential	<b>S</b>	Shortlisting criteria
		<b>I</b>	Evaluated at interview
		<b>T</b>	Subject to test