

# Job Description



<b>Job title:</b>	Head of Strategic Partnerships
<b>Department:</b>	Fundraising
<b>Reporting to:</b>	Head of Partnerships and Philanthropy
<b>Salary:</b>	£63,050 per year
<b>Hours:</b>	35 per week
<b>Location:</b>	Based in London with scope for occasional nationwide travel
<b>Contract type:</b>	Permanent

## Aim and influence

- To build a new organisation wide function within Crisis to lead and coordinate strategic mission-led partnership working with the private sector to end homelessness
- Working with our evaluation team to lead the process of establishing a robust measurement and impact framework for all private sector partnerships, above and beyond financial metrics
- To be the central point of contact for all Crisis teams with ambitions to develop strategic and mutually valuable relationships with the private sector, partnering in a myriad of ways to deliver the mission

## Financial and supervisory responsibility

- As the function grows there is scope to grow the team reporting to this post, but also to lead via matrix management a network of posts in other teams that are partner facing
- The post will manage an expenditure budget set in collaboration with the Head of Partnerships and Philanthropy

## Other key details

- Full time (35hrs pw) role but will consider part time/flexible working



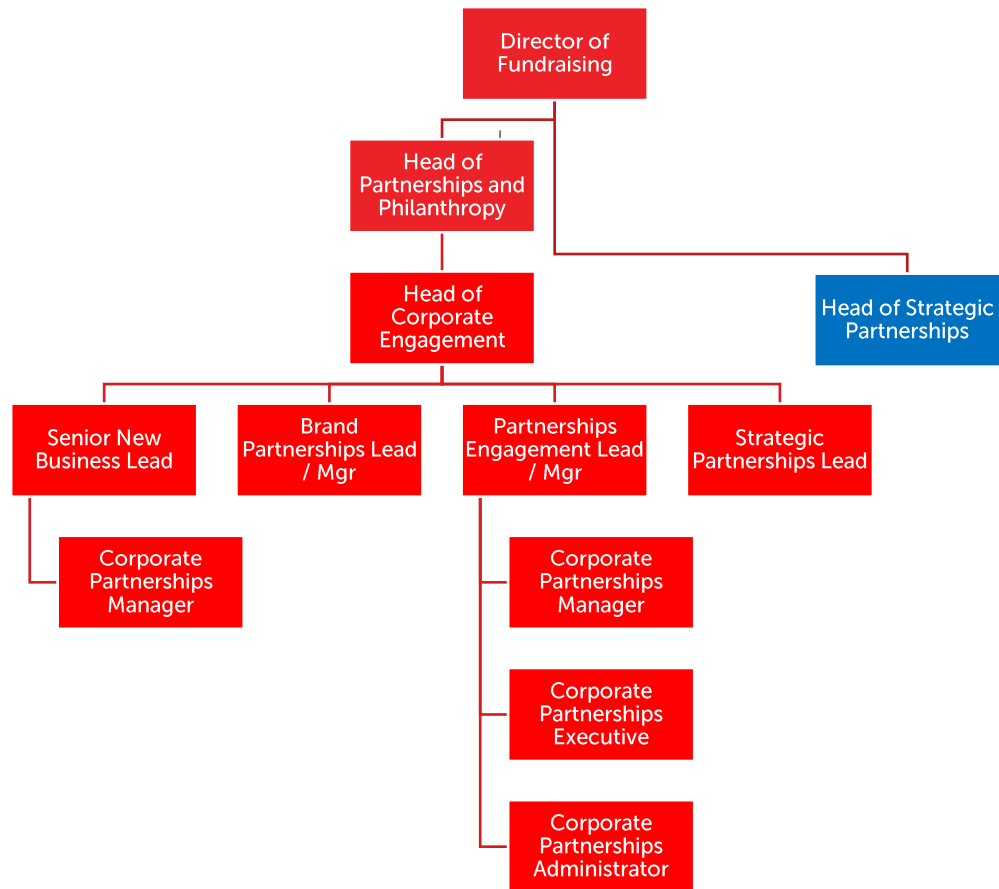
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- Crisis' current homeworking policy requires staff to work from a Skylight or a Crisis Office for at least one day a week or two days per fortnight
- Some evening weekend will be required to attend third party and Crisis led events



## Organisational chart



*Please note structure is subject to change*

## Job responsibilities

### Leadership

- Be an active and engaged member of the Strategic Leadership Group of Crisis, building the profile of this new function and establish effective working relationship to business-facing teams
- Provide the central point of coordination and strategic leadership of all mission-led partnering with the private sector across multiple teams – fundraising, enterprise, best practice, services, volunteering etc.

### Strategy

- Design and lead the strategy across the business to consolidate and expand this new portfolio of work – identifying key potential strategic partners to help deliver Crisis' mission and how to establish and grow those partnerships
- Develop a robust impact measurement framework that enables Crisis to demonstrate partnership value towards the mission of preventing and ending homelessness

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- Create an org-wide framework of private sector engagement that ensures a joined up and coherent approach to engaging with the private sector across multiple outcomes (financial, mission impact, brand, policy, campaigning etc)

### Network building

- Build and maintain a network of strategic key external contacts that can support Crisis in this work, across private, public and third sector stakeholder groups. Take an active role in representing Crisis to key private sector industries and businesses

### Entrepreneurial spirit

- Work with curiosity and tenacity to grow and establish this portfolio of partnerships, spotting opportunities to test, learn and develop towards the vision of robust, mission-led partnerships that deliver clear value for people affected by homelessness
- Build cohesion and momentum around this new function across disparate teams and specialisms within Crisis, including those stakeholders who require more coaching and support to adapt to new ways of working

### Communications

- Work with Marketing & Comms colleagues to devise a tailored comms strategy specifically to attract new strategic partners in the private sector, for example highly targeted work aimed at specific sectors being clear about the value of partnering with Crisis and how this can fit with private sector ESG commitments etc.

### Financial Responsibility

- Working with the Director of Fundraising, manage a budget and ensure all financial reporting is accurate and compliant with Crisis policies and procedures

## General responsibilities

- Actively encourage and support member involvement within Crisis
- Develop an understanding of homelessness and Crisis' aims
- Follow Crisis policies and procedures, including health and safety
- Carry out other reasonable duties that may be required

## Person Specification

### Essential

- 1 Significant experience in establishing and delivering demonstrably impactful, multi-faceted, strategic partnerships between the third and private sector
- 2 Excellent stakeholder management skills with a wide range of people – e.g. business leaders, staff, beneficiaries

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- 3 Experience of leading a change programme within a large, complex organisation – ideally of bringing “the outside in” whereby you have facilitated change to keep pace with external trends
- 4 Entrepreneurial attitude, able to create something from scratch and see it through to completion
- 5 Experience designing and executing strategy to achieve organisational goals
- 6 Sound financial acumen – experienced in managing substantial budgets and understanding of the financial ecosystem of both businesses and charities
- 7 Understanding of impact measurement frameworks
- 8 Demonstrates an excellent level of current understanding and engagement with the dynamics, pressures, trends and opportunities impacting responsible and sustainable business
- 9 Ability to bring people with different skills and objectives together behind a common goal
- 10 Commitment to Crisis’ purpose and values including equality and social inclusion

### Desirable

1. Line management experience
2. Understanding of the homelessness sector and the barriers to ending homelessness in GB
3. Experience establishing a measurement framework

*We encourage applications from all sections of the community and particularly from people who have lived experience of homelessness.*

## Supporting your application

Thank you for your interest in working for Crisis.

Before you apply, please take a moment to read through the frequently asked questions below which are designed to support your application and help you understand our recruitment processes.

### **The person specification requires a qualification or experience that I do not have. Is it still worth me applying?**

The person specification has the key knowledge, skills, experience or behaviours needed to carry out the job successfully and you will be scored based on any information you provide. If you don't quite meet the criteria, for example if you have an understanding of something rather than experience of doing it yourself, you may still pick up points for explaining your understanding or how you might approach it. However, some of the person specification points, for example specific qualifications, are critical to the role so if you don't meet those requirements, you are unlikely to be shortlisted.

### **Can I apply by sending my CV?**

Occasionally we accept CVs and a covering letter but only if this is requested in the advert for the post. We don't accept speculative applications or hold CVs on file.

### **What should I do if I can't complete an online application?**

If you would like to apply in a different format, for example in a Word document, because you are unable to use the online process, please contact the Recruitment Team [jobs@crisis.org.uk](mailto:jobs@crisis.org.uk) It is helpful if you provide details of your requirements or suggestions about how we might best support you to apply so that we're able to consider alternatives.

### **How can I maximise my chance of being shortlisted?**

It is important that you complete all sections of the online application form to ensure that the recruiting panel understand your interests, skills, behaviours, knowledge and experience.

Shortlisting is mostly based on the information you provide in the assessment form section.

A strong application will also be in line with the **Crisis Values** that you can find on our website.

**Please note!** If you don't provide full responses against the person specification points, the panel won't be able to score your application fully and it will be unlikely there is enough information for you to be shortlisted.

**How quickly will I know if I have been shortlisted?**

Every recruitment campaign will be different depending on how quickly the shortlisting panel can review applications but if you have not been shortlisted, you will receive an email from us confirming that.

**If I am not shortlisted, can I get feedback on my application?**

Unfortunately, we are not able to offer feedback on your application if you are not shortlisted for interview.

**Can I get feedback after my interview?**

We appreciate that information about where you did well or less well can be useful, so if you are not successful following interview we are able to provide feedback.

**Will you notify me of future vacancies?**

Once you have registered via Crisis Jobs Online, you can sign up to receive notifications of new vacancies based on the criteria you select. We also recommend that you check our website regularly for details of new vacancies.

**I recently applied for a role and was not successful, but have seen the role re-advertised. Is it worth me applying again?**

If the gap between advertising has been short, we would normally advise that candidates need not apply again, unless you have re-written and enhanced your application. Some examples might be that you have strengthened your examples using the STAR technique above.

## **Crisis Jobs Online**

**I have typed my personal statement answers into the online form, but it won't let me save them. What should I do?**

There is a word limit of 400 per answer so it could be that you have exceeded the limit and that is what is preventing you from saving your work.

**I filled in the personal statement section and tried to save it/submit it. However, it wouldn't do this and my information was lost. Is there any way to retrieve it?**

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You are encouraged to record your answers in a Word document first before copying and pasting your answers into the online application form, using the keyboard shortcuts Ctrl + C to copy and Ctrl + V to paste. The application form has a strict time out limit and so if you take longer than that limit you will lose your work and we are unfortunately not able to retrieve it.

### Where can I get help?

If your query has not been answered above, you can contact the Recruitment Team [jobs@crisis.org.uk](mailto:jobs@crisis.org.uk) for support.