

## Commercial Partnership Lead, London, May 2021 – Job Pack

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| <b>Job title:</b>     | Commercial Partnership Lead                      |
| <b>Department:</b>    | Innovation & Enterprise                          |
| <b>Reporting to:</b>  | Venture Studio Manager                           |
| <b>Salary:</b>        | £45,622 per annum                                |
| <b>Hours:</b>         | 35 per week                                      |
| <b>Location:</b>      | Based in London Skylight (some travel across UK) |
| <b>Contract type:</b> | Permanent  |

### Aim and influence

- Lead, develop and manage strategic partnerships for Venture Studio from Crisis managing relationships with senior stakeholders
- Oversee and develop the marketing and communication strategy for Venture Studio from Crisis leading all internal & external communications
- Lead on fundraising activities for Venture Studio from Crisis developing relationships with philanthropists, investors and corporate partners
- Manage scouting activities to identify ventures for investment

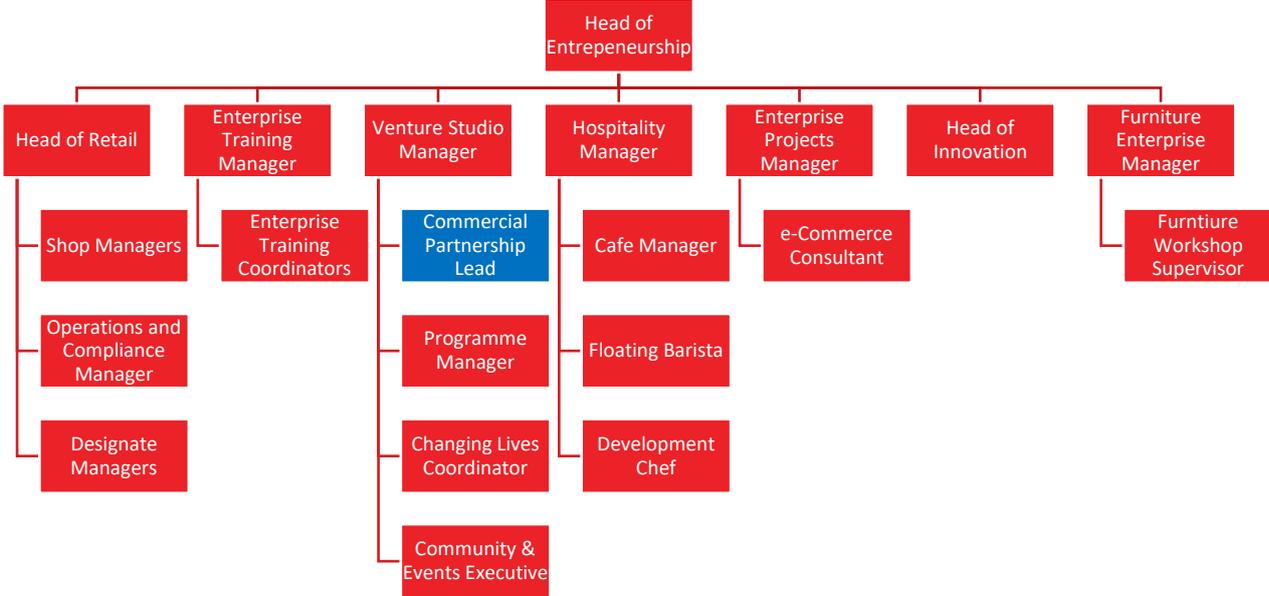
### Financial and supervisory responsibility

- Delegated responsibility for project budget and delegated responsibility for day-to-day finances
- Supervision of volunteers

### Other key details

- Fixed working pattern with occasional evening and weekend work required
- working from home will be considered in line with Crisis' homeworking policy
- Travel around the UK may be required

Organisational chart



Please note structure is subject to change

Job responsibilities

- Work with Head of Entrepreneurship and the Venture Studio Manager to develop the Venture Studio Strategy
- Build a network of strategic partners to grow the offer of the Venture Studio including corporates, funding bodies, charities, academic institutions, entrepreneurial ecosystem partners
- Manage key external stakeholder relationships with responsibility for managing the Venture Studio’s Strategic Advisory Board, Investment Committee and Faculty volunteers
- Grow awareness of the Venture Studio externally through a regular programme of external events and marketing activities
- Lead and develop the venture scouting campaign for the Venture Studio, identifying businesses to invest in
- Lead fundraising efforts to secure sustainable funding for the future of the Venture Studio

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- Represent the Venture Studio at external events with local, regional and national partners.
- Work with the Head of Entrepreneurship to develop the Enterprise & Innovation team's partnership strategy,

### General Accountabilities

- Actively encourage and support member involvement within Crisis
- Support the Head of Entrepreneurship and the Enterprise Team in the delivery of the Entrepreneurship Strategy.
- 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 Experience of developing and maintaining strategic partnerships across a range of sectors
- 2 Experience of business development to support innovation, entrepreneurship, venture creation or business growth
- 3 Experience of fundraising working with philanthropic and corporate partners
- 4 Experience of developing and executing marketing strategies
- 5 Ability to build strong working relationships working within a matrix structure
- 6 Excellent verbal and written communication skills
- 7 Experience of event design and management
- 8 Excellent analytical skills and experience of using engagement metrics and providing business analysis
- 9 Strong organisational skills, able to prioritize and manage multiple projects.
- 10 Persuasion, influencing and negotiation skills
- 11 Line management experience
- 12 Ability to communicate effectively and ability to write inspirational partnership proposals aimed at a wide range of stake holders
- 13 Commitment to Crisis' purpose and values including equality and social inclusion

*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 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 HR 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.

Support your statements with specific examples that show how you meet each of the person specification points. You may wish to use the **STAR approach**:

**S or T – Situation or task**

Describe the situation or the task that you had to complete. It could be something from your previous employment or personal experience – just make sure it's relevant. Given enough detail for the person shortlisting to understand what was involved

**A – Action**

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Describe the action you personally took to resolve the situation or task. Explain the process/steps you took. Even if you are describing a group project, describe what you did rather than what the team did as a whole

### R – Result

This is the crucial part of the answer. Explain how your actions resulted in a successful outcome. Talk about what you achieved, the benefits and what you learned.

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 all 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?

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 HR Team [jobs@crisis.org.uk](mailto:jobs@crisis.org.uk) for support.