

## Job Description: Partnership Development Lead (South)

<b>Job Title:</b>	Partnership Development Lead (South)
<b>Reporting To:</b>	CEO
<b>Location:</b>	Home-based: London (must be willing to travel across the UK)
<b>Hours:</b>	2 Days per Week
<b>Salary:</b>	£200 per day (Freelance Contract)

### Background

Our Time Charity is a unique and pioneering organization dedicated to supporting children and young people who have parents with mental illness. Our mission is to ensure that these young individuals do not feel isolated, misunderstood, or overlooked, and to provide them with the tools and resources they need to thrive. We achieve this through innovative programmes, education, and advocacy, making a tangible difference in their lives.

Established in 2012, Our Time has grown from a small initiative into a nationally recognized charity. Our founders, driven by personal experiences and a profound understanding of the challenges faced by children of parents with mental illness, have created a compassionate and impactful organization. Over the years, we have developed a range of innovative interventions and expanded our reach, positively improving the lives of thousands of young people across the UK.

You will join a passionate, collaborative team eager to drive meaningful change. Our key initiatives include:

**KidsTime Workshops:** Safe spaces where young people share experiences, learn about mental illness, and build coping skills through creative activities. The workshops combine therapeutic support with peer interaction, fostering resilience and community.

**Training and Education:** Courses designed to support professionals (healthcare, social work, and education) who work with children affected by parental mental illness. We offer tailored workshops, resources, and ongoing support, equipping professionals to meet the unique needs of these young people.

**Campaigns and Advocacy:** Our advocacy efforts seek to influence policy, reduce stigma, and improve services for families dealing with mental illness, helping to create systemic change.

We are looking for an experienced Partnership Development Lead to strengthen and expand partnerships helping to extend our reach and impact.

## Key Responsibilities

This role will lead on the business development for the charity's key initiatives. Reporting to the CEO, your responsibilities will include but are not limited to:

- Work with the CEO, Operations Director, and wider team to implement the strategy for securing income-generating partnerships for 2025-2029.
- Identify organisations and key individuals within them to develop new opportunities for partnerships across the UK.
- Build, develop and strengthen relationships that will lead to increased projects.
- Propose, build and develop long term strategic partnerships.
- Manage Our Time's partner recruitment cycle from launch to contract, ensuring you meet goals in our target areas.
- Build relationships with health and social care providers, academic institutions and conference organisers to enable the charity to be represented when children and young people's mental health is the focus.
- UK wide travel for in-person meetings with partners.
- Represent Our Time externally in meetings with potential partners.
- Work alongside marketing and communications, promoting products and services to potential new customers.

## Requirements

- **Proven track record (5-10 years) in relationship management**, demonstrating the ability to cultivate and maintain strategic partnerships that drive growth.
- **Experience in the not-for-profit sector** (desirable), particularly in charities, social enterprises, or mission-driven organisations.
- **Demonstrated success in converting enquiries into long-term relationships**, showing a proactive approach to engagement and stakeholder retention.
- **Ability to persuade and influence senior external stakeholders**, including decision-makers in local authorities, educational institutions, and healthcare organisations.
- **Strong business development acumen**, with the ability to identify opportunities, develop proposals, and secure funding or partnerships.
- **Strategic planning skills**, including the ability to assess market trends, set goals, and develop effective strategies for scaling KidsTime Workshops.
- **Excellent verbal and written communication skills**, ensuring clear and compelling messaging to potential partners, funders, and stakeholders.
- **Outstanding interpersonal and influencing skills**, with the ability to build positive relationships with individuals and organisations at various levels.
- **Knowledge of the commissioning environment within education, health, and social care** (desirable), including understanding funding mechanisms and partnership opportunities.

- **Strong negotiation skills**, enabling the ability to secure favourable terms in partnerships and contracts.

As a small team, we value individuals who are proactive, take personal responsibility, and are comfortable working independently. Each team member plays a crucial role in advancing our charity's mission to support children and young people with a parent struggling with mental illness. In this role, you'll have the freedom to shape the charity's work, allowing you to see your ideas and efforts make a meaningful impact.

We are fully remote and meet in-person approximately 2 – 3 times per year in a range of locations easily reachable by public transport (recently London and York).

### **Application Process**

To apply, please submit your CV and a brief cover letter (no more than 2 A4 sides, size 12 font) to:

Georgie Williams, Operations Director, [georgie.williams@ourtimecharity.org.uk](mailto:georgie.williams@ourtimecharity.org.uk)

**Closing Date:** 11:59pm Sunday 23<sup>rd</sup> March

**Interviews:** Week Commencing 31<sup>st</sup> March

**Our Time is committed to safeguarding and promoting the welfare of children and young people and successful candidates will be subject to an Enhanced DBS check.**