

REACHOUT

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Recruitment Pack Head of Income and Partnerships



Role Description

Job Title:	Head of Income and Partnerships
Contract:	Permanent. Full time with a 6-month probation period. (We may consider 0.8FTE for the right candidate).
Hours:	Standard office hours are 09:00 – 17:30, Monday to Friday, flexible working permitted.
Location:	Hybrid, with the expectation to work from ReachOut's head office at Fivefields, Victoria, London at least two days a week.
Salary:	£60,000.
Holidays:	30 days annual leave.
Start date:	ASAP

ReachOut is a charity providing targeted youth development interventions which uplift individuals and drive positive societal change. We're driven by our vision of a society where all young people are equipped with the skills and behaviours to lead fulfilling lives.

We work in under-resourced areas where opportunities are more limited for young people and where educational inequality threatens young people getting trapped in a cycle of poverty.

Reporting to the CEO, the Head of Income & Partnerships plays a pivotal role within our organisation, forming part of the Senior Management Team (with the CEO, Head of Programmes & Impact, and Head of Operations and Finance).

They will drive the strategic development and delivery of our income generation (currently c.£1m pa) and marketing and communications work, working with established and new partners.

We are seeking a dynamic, highly motivated individual with a proven track record in partnerships development and income generation and a good understanding of communications.

The postholder will lead a small, multidisciplinary team, working collaboratively with the CEO, SMT and others across the organisation to acquire and retain the funds, volunteer and pro bono resources needed to deliver and grow our work.



Key Responsibilities

Leadership

- Work with the CEO, SMT, and Board to set and achieve ReachOut's mission, vision, and strategic objectives and annual business plan.
- Lead the development and delivery of ReachOut's income generation strategy in line with our strategic plans to drive sustainable income growth from diverse income streams.
- Lead the development and delivery of ReachOut's communications strategy and associated plans for digital, content, media etc.
- Working with the Head of Programmes & Impact, lead on the strategy for recruitment and engagement of ReachOut's corporate volunteers and supporters. Ensure the learning and development needs of all team members are met.

Partnerships

- Line manage the Income & Partnerships team (currently Fundraising & Partnerships Manager, Senior Partnerships Officer, Partnerships Officer & Senior Volunteer Officer), providing coaching, guidance and support as they develop partnerships with companies, trusts and individuals, encompassing a range of high-quality employee volunteer opportunities, events and special opportunities.
- Provide direct input to business development and account management activities including bid-writing, pitching, negotiation and ongoing relationship management as required.
- Collaborate with the CEO and Programmes & Impact Team to identify innovative opportunities for product development and income diversification supporting plans to scale the organisation.
- Oversee annual team budget and strategic planning as well as managing and reporting on the status of all activities and income forecasts to SMT and the Board.
- Working with the Head of Operations and Finance, develop and manage the systems and processes to support all income generation.
- Support the wider team in maintaining good practice in corporate volunteer recruitment and management making data informed decisions.
- Manage the Trusts & Foundations Consultant, external consultants and contractors, senior volunteers (including the Network Development Committee) and pro bono support as required.

Marketing and Communications

- Line manage and develop the Marketing & Communications Manager and external contractor relationships as required.
- Propose and manage the marketing and communications staff resource and annual budget, providing a robust business case for any increased investment and the associated return
- Oversee all internal and external communication, ensuring that messaging, tone and look is joined up, consistent and well thought-out
- Ensure that activities are monitored using appropriate analytics to delivery insight to the Senior Management Team and Board of Trustees

General Duties

- Ensure that ReachOut's policies and procedures are adhered to.
- Carry out any other duties as required by ReachOut and act in a manner that is in keeping with ReachOut's values.



Person Specification

Experience

- Significant fundraising and income generation experience, including a proven track record of securing substantial support from companies, trusts and foundations.
- Significant line and team management experience, ideally in a fundraising context.
- Experience of raising funds from major donors.
- Experience of managing mutually beneficial, multifaced, long-term partnerships (this could be in a commercial context – ie. Client partnerships).

Skills

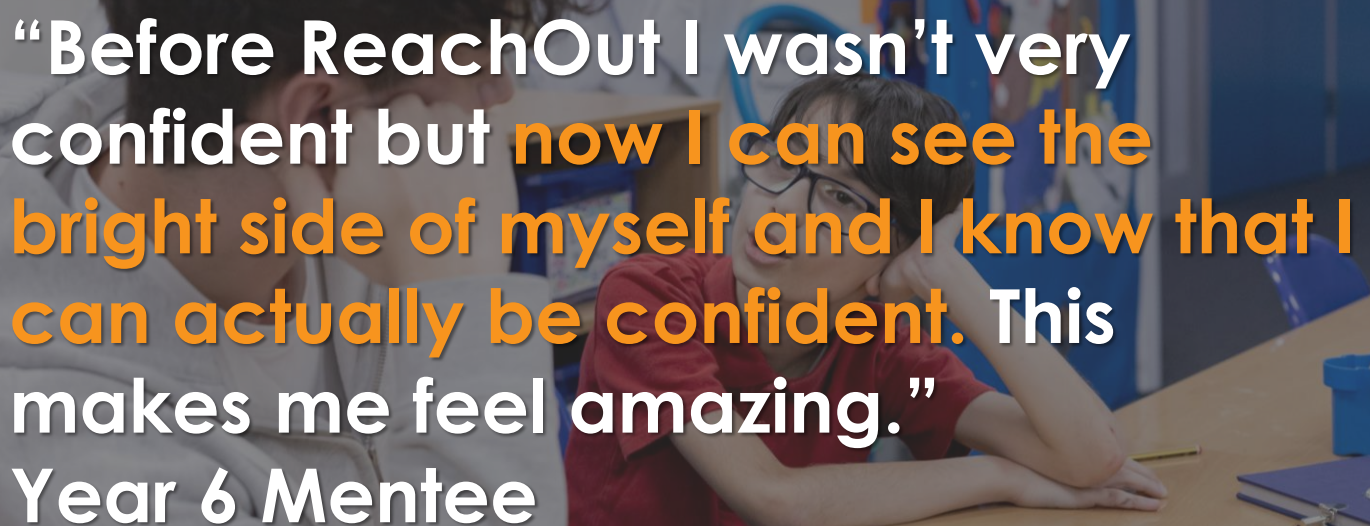
- Outstanding relationship management and communication skills, with the ability to relate to people at all levels and to persuade, influence and negotiate.
- Excellent people and team management skills.
- Excellent written communication skills with the ability to produce creative and compelling proposals, presentations and reports.
- Excellent organisational, planning and project management skills.
- Very good IT skills, including Microsoft Office and databases for sales/fundraising (eg. Salesforce).

Knowledge

- Understanding of good fundraising practice and the legal and ethical considerations surrounding fundraising.
- Knowledge and understanding of social mobility, equality, diversity and inclusion, employability and other issues facing less-advantaged young people.
- Evidence of continuing professional development. (A professional qualification in fundraising would be advantageous, but will not outweigh experience).

Attitude / Behaviors

- Empathy with ReachOut's mission and the needs of young people, especially those from under-represented groups.
- Determination, resilience and a proactive, can-do attitude which provides a positive example to others.
- Able to use creativity and initiative to find solutions to problems.
- A team player with strong interpersonal skills and the ability to develop excellent working relationships across teams and locations.
- Demonstrable understanding of and commitment to anti-discriminatory practice and equal opportunities
- Able to work flexible hours on occasion (time off in lieu will be given for evening and very occasional weekend work).
- Willing to travel to various locations in London to attend meetings, projects and events.



“Before ReachOut I wasn’t very confident but now I can see the bright side of myself and I know that I can actually be confident. This makes me feel amazing.”
Year 6 Mentee



Employee Benefits

ReachOut is committed to supporting the well-being and mental health of its employees. This includes, but is not limited to:

- Managers trained on supporting mental health and well-being and trained Mental Health First Aiders
- 30 days annual leave (3 of which are used between Christmas and New Year)
- 3% pension contribution
- Flexible working:
 - Hybrid working (Min. 2 days working in the office required)
 - Hours can be flexed around key activities and attendance at projects, meetings, events etc.
- Employee Assistance Programme.
- 2 days (or 17 hours) of volunteering within working hours.
- ReachOut is committed to supporting the professional development of its staff. This includes - but is not limited to - training opportunities and a personal training budget.
- Enhanced maternity, adoption, and paternity pay after one year of service.
- Monthly Character Legend staff award.
- Regular staff socials.
- Access to a health plan after one year of service.
- A new, high-quality office at Fivefields – a co-purpose workspace for charities that support children and young people - see [fivefields.community](https://www.fivefieldscommunity.org/) for more information.



How to apply

To apply, please send your CV and a supporting statement (maximum two pages) that outlines your interest in the role and your fit against the job criteria.

Please submit your application to hr@reachoutuk.org. In the subject line, please quote 'Head of Income and Partnerships' and your full name.

[Please also click here to fill in our online Equality and Diversity Monitoring Form.](#)

Key Dates

Applications Close	Monday 19th August at 9am
First Interview (online)	Tuesday 27 th or Wednesday 28 th August
Second Interview (in-person)	Thursday 5 th or Friday 6 th September – in London.

Please note: if you are a successful candidate, you will be required to undergo an enhanced criminal records check with the Disclosure and Barring Service. ReachOut will cover the cost of the check and guide you through the process.

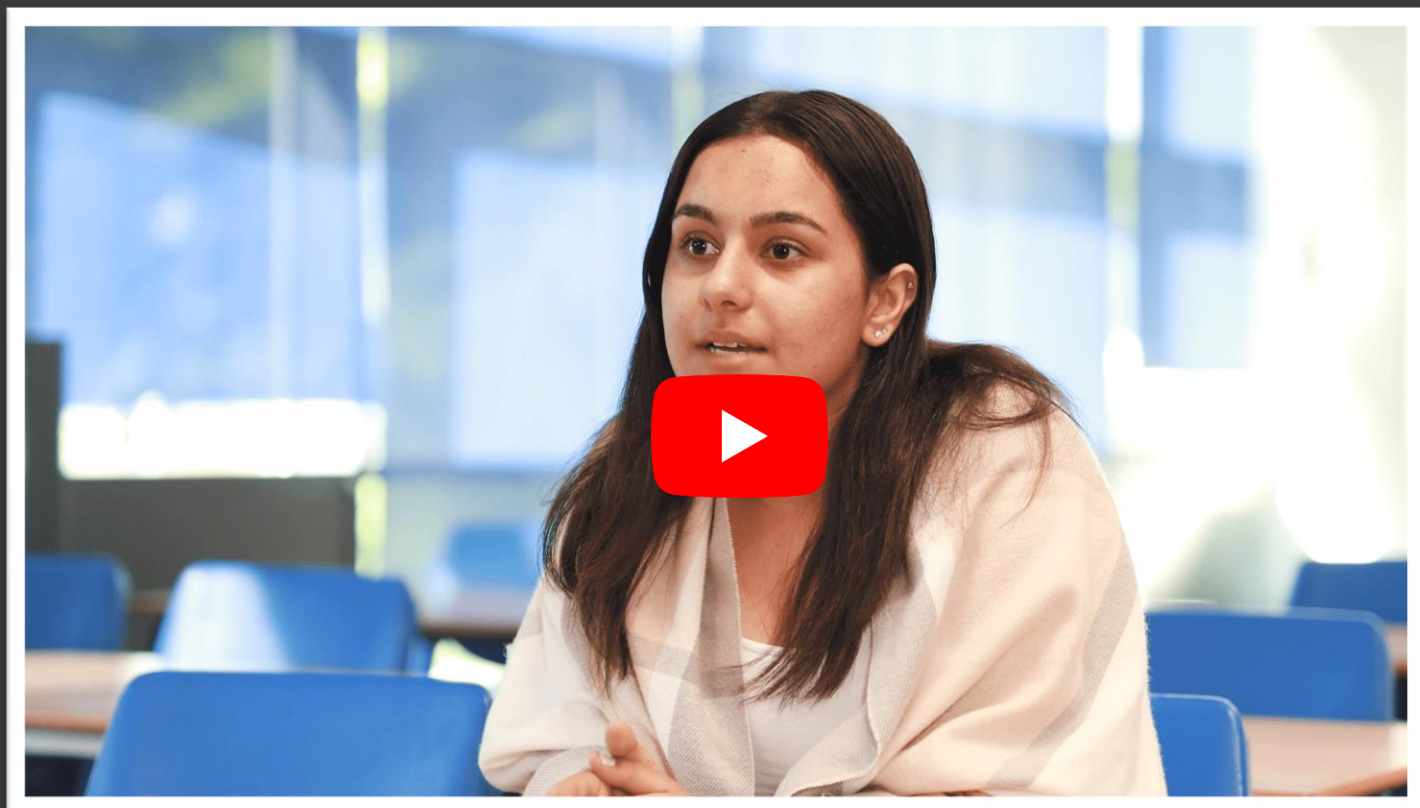
All staff have a responsibility to safeguard and promote the welfare of children and adults. The post holder will undertake the appropriate level of training and is responsible for ensuring that they understand and work within the safeguarding policies of the organisation.

Our commitment to equity, diversity and inclusion

ReachOut is committed to being an inclusive and diverse organisation and we live by our core Character Strengths of Fairness, Good Judgement, Self-Control, and Staying Power. We therefore welcome applications from people of all ethnicities, ages, religious beliefs, gender identities, sexual orientations, and any other protected characteristics, to provide a diverse range of experiences, ideas, and insights into our work.

We recognise that having support from staff and volunteers with similar backgrounds and experiences can further help our young people develop and learn. More than half of the young people we work with are from Black Caribbean, Black African, Bangladeshi, and Turkish backgrounds, so if you are from these ethnic groups, we would particularly appreciate receiving your applications.

Find out more about who we are
and what we do at reachoutuk.org



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[REACHOUTUK.ORG](https://reachoutuk.org)



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