

Job description

Job Title: Head of Income and Partnerships

Reporting To:	Chief Executive Officer
Department:	Business Development and Programmes
Location:	Fully remote
Salary:	48k-52k dependent on experience
Benefits:	25 days annual leave (plus 1 day accrued for every year of service up to 30 days) + bank holidays and Christmas, Day off for birthday, 5% Employer pension contribution. Flexible working culture, Employee benefits package (Medicash), regular continuing professional development opportunities.
Contract:	Full time, permanent

Main Job Role:

nurtureuk are looking for an experienced leader to generate income for our charity through creative income focused partnerships with corporates, local authorities and other organizations in and out of the education sector.

There is a great deal of untapped potential here for a proactive leader to support the CEO and SLT to find opportunities for sustainable income streams and new business models to drive the charity's mission forward.

nurtureuk is a charity that has been working with schools for many years, to improve the social, emotional, mental health and wellbeing (SEMH) of children and young people by removing barriers to learning by promoting nurture in education.

We believe in a whole-school approach to promote access to education for all. With increasing numbers of children and young people affected by social, emotional and behavioural difficulties inhibiting their progress and limiting their life chances, nurtureuk has developed a range of interventions and support to give vulnerable children and young people the opportunity to be the best they can be.

With the continued school attendance crisis, rise in exclusions and misunderstood behaviour support, the need for our work has never been greater, and the potential is clear. We have a dedicated team, trustees, and a CEO who is passionate about education and the development of young people.

About the role

In particular, the post-holder will be responsible for learning and generating income and overseeing the contract management of commissioned programmes that includes:

- Strategic leadership of income generation and partnership development
- Contract management and financial/risk management
- Senior stakeholder/account management
- Commissioned programmes leadership
- Data, research, analysis and reporting
- Leadership, people management and teamwork

Main Duties:

Reporting to the CEO, the Head of Income and Partnerships will provide the commercial awareness, emotional intelligence and leadership needed to build and develop a department focused on income generation, partnership management and commissioned work delivery.

The elements listed below are not intended to be an exhaustive detail of all duties and responsibilities of the role and the post-holder will be expected to carry out any other reasonable duties that are consistent with the skills, abilities and position of the role.

Income generation

- Identify, evaluate, and create a business case for investment in new commissioned income opportunities
- Manage a multi-functioning business development and commissioned income programme team, providing leadership and support
- Develop high functioning new business prospecting and account management to generate annual income targets of £1m and above
- Develop and implement an effective and diverse income generation strategy
- Setting, measuring, and reporting against agreed KPIs with effective reporting to necessary stakeholders including the Finance and Risk Committee and Board of Trustees
- Be responsible for the day-to-day management of all income generation, with a clear focus and understanding on the ROI of each revenue stream.
- Ensure timely and accurate recording and reporting in Salesforce, to enable nurtureuk to determine and report against its financial targets.
- Support the improvement of internal systems, processes, and infrastructure to enable effective income generation and account management
- Supporting the Business Development Manager, securing new business and commissioned contracts that align with the organisational objectives
- Creating exceptional submissions and securing funding from national and regional tenders, including 'case for support' for nurture in education
- Overseeing the transition from bidding to mobilising contracts, securing knowledge and buy-in during the bid process and building robust delivery plans with commissioned work Managers

- Researching funding opportunities, as well as creating tools and resources to support tenders and grants for mission-critical objectives

Partnerships

- Develop partnerships leading to new and multi-year income streams as well wider strategic priorities
- Be proactive in developing research, networking, and relationship-building with prospective partners for income generation.
- Representing nurtureuk effectively at cross-industry coalitions and networks, maximising the potential of these networks to achieve shared impact goals
- Develop senior peer relationships, and play an exemplary leadership role in delivering an outstanding partnership experience.
- Work in partnership with the Director of Products, Services and Impact to identify and enable opportunities for greater social impact of our products and services through our partnerships
- Working with the Head of Marketing and Communications to develop compelling campaigns that support nurtureuk's wider strategic priorities
- Integrate prospect research into our approach, developing clear ways of working to build strong pipeline for financial sustainability
- Map and understand nurtureuk's market reach and positioning and use insight and analytics to shape and direct our business development activity.

Financial/risk management

- Conduct effective annual, quarterly and monthly planning and budgeting in partnership with SLT, Finance Committee and CEO
- Develop robust quality assurance processes for commissioned income; overseeing management of all elements of contracts to ensure all financial and reputational risks are managed effectively
- Delivering good value for money from all commissioned income; acting with initiative and identifying opportunities that will deliver aims of commissioned work cost-effectively and in line with agreed KPIs.
- Ensuring any procurement, tendering and managing of contracts is compliant with the charity's policy standards and procedures (procurement, safeguarding, data protection/GDPR, health and safety, etc.)
- Owning and managing risks and issues, including escalating significant occurrences to the CEO and Board of Trustees

Data, research, analysis and reporting

- Overseeing the performance of contracts, working closely with the relevant commissioned programme managers to ensure there is high-quality delivery and achievement of outcomes
- Working with Research and Impact Manager to showcase the impact of nurtureuk commissioned programmes
- Producing high-quality business reports, and documentation suitable for a range of audiences (internal and external)
- Working closely with the Research and Policy Committee to develop

thought-leadership and robust research projects from our programmes that promote the benefits of nurture in education

Leadership, people management and teamwork

- Provide leadership and direction to the charity that is in line with nurtureuk's six principles, values and organisational culture
- Leading, managing, coaching and developing a team to ensure that they are a highly effective and coherent department
- Working closely with SLT and Board of Trustees to ensure effective risk management, business continuity planning and governance of the charity
- Working as part of the charity's SLT to develop the charity's operational plan, and develop and be accountable for objectives and key results
- Create a positive and inspiring team culture, motivating, developing and empowering all to achieve their best in line with agreed plans and indicators.
- Ensuring that the needs of children and young people lead and shape strategic and operational decisions

In addition, the postholder will:

- Attend Board of Trustees meetings/relevant Sub-committees and contribute to the wider development of nurtureuk in line with its strategic vision
- Promote and role-model nurtureuk values and ensure timely and impactful collaboration across all teams
- Be the project sponsor and/or lead for relevant projects across the organisation

Person Specification – Head of Income and Partnerships

This is an exciting role, at the heart of an agile organisation with a strong record and reputation, with the potential for real and profound change for children and young people.

The role requires an individual who has direct experience of working across a broad range of the specialist areas of responsibility identified above.

Where an individual lacks specific personal experience of working in a particular area they would be expected to demonstrate evidence to support their potential to do so and an understanding of the factors that will drive success.

The post holder must be able to lead in a rapidly changing internal and external environment to ensure nurtureuk can maximise the opportunities and manage the challenges it faces.

Experience and knowledge:

Significant experience working in a leadership position in all or most of the areas of:

- Experience of developing and implementing income generation strategy

- Experience and track record of generating income and developing sustainable pipelines of revenue across diverse streams.
- Proven ability to write submissions and secure commissioned income in excess of 500k, including the ability to develop a 'case for support'
- A track record of partnership development and stakeholder management at a senior level
- A track record of developing robust tools and processes to build budgets, manage risks and plan implementation to ensure successful delivery of commissioned income
- Developing and managing relationships, particularly in dispersed and multi-functional teams, and with external stakeholders
- Managing procurement, tendering, and managing contracts in line with external requirements, and agreed policy standards and procedures (procurement safeguarding, data protection/GDPR, health and safety, etc.)
- A good understanding of the commissioning landscape in which nurtureuk operates and ability to identify new market opportunities
- Leading on negotiating with partners and in developing detailed proposals, costings and budgets in line with the charity's objectives
- Proven ability for producing high-quality written reports, documentation and promotional information suitable for a range of audiences
- Proven ability to lead, set direction, coach, empower and inspire teams to deliver while driving through continuous improvement
- Experience of successfully working as a member of a senior team
- Experience of successfully working with trustees/senior partners and at Board level
- Understanding of nurtureuk's mission and the challenges faced by schools and children/young people
- Experience of the UK schools/education systems and charity sector

Skills and abilities:

- Ability to demonstrate a high level of analytical and constructive thinking to cope with the varied and challenging situations required by the role
- Creative and high emotional intelligence to articulate development of 'case for support'
- High attention to detail to ensure quality of output
- Effective public speaker and spokesperson
- Proactive project manager of projects and people
- Excellent planning and management of budget and risks
- Ability to problem solve and develop innovative solutions to complex problems.
- Confident in communicating to a variety of audiences and individuals.
- Excellent time management and organisational skills with the ability to independently manage multiple tasks simultaneously and to work to deadlines.
- A collaborative team player with the confidence to work both self-sufficiently and across teams, proactively engaging colleagues on projects and initiatives
- Networking and relationship-building experience across the education sector
- Business focused, commercial awareness, with a charitable perspective
- Practical with a positive 'can do' 'hands-on' attitude
- Role model of the values and behaviours required by nurtureuk

Person Specification		
	Essential	Desirable
Professional/Education Qualifications	Is a professional with proven experience in the specialized area of work outlined above	Degree-level qualification Additional relevant project and financial management qualifications
Experience	<p>In-depth experience of generating income and developing sustainable pipelines of revenue across diverse streams (commissioned work, corporate, grants & Foundations etc)</p> <p>In-depth experience of strategy development, project management, bid and proposal writing, costings and budget management, and charity policies</p> <p>Demonstrable experience of overseeing commissioned income within a not-for-profit environment, preferably with some experience of local authorities, multi-academy trusts and trusts & foundations</p> <p>Developing robust tools and processes to build budgets, manage risks and plan implementation to ensure successful delivery of contracts</p>	<p>Awareness and understanding of how current and relevant policies impact on education</p> <p>Understanding of working with a board and charity governance</p> <p>Experience of successfully working with trustees/senior partners and at Board level</p> <p>Understanding of nurtureuk's mission and the challenges faced by teachers and children/young people</p>

	<p>Strong experience in developing new income partnerships and stakeholder management</p> <p>Experience of developing costing tools and processes to build departmental and organisational budgets, manage risks and plan implementation to ensure successful delivery of commissioned income</p> <p>A good understanding of the commissioning landscape in which nurtureuk operates and ability to identify new market opportunities</p> <p>Experience of producing high-quality written reports, documentation and promotional information suitable for a range of audiences</p> <p>Proven ability to lead, set direction, coach, empower and inspire teams to deliver while driving through continuous improvement</p>	<p>Experience of the UK schools and education systems and charity sector</p>
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Knowledge and skills	<p>A good knowledge of the education/charity sector</p> <p>Demonstrable high level of analytical and constructive thinking to cope with the varied and challenging situations required by the role</p> <p>Creative and high emotional intelligence to support development of case for support</p> <p>High attention to detail to ensure quality of output</p> <p>Effective public speaker and spokesperson</p> <p>Excellent strategic planning and management of budget and risks</p> <p>Ability to problem solve and develop innovative solutions to complex problems.</p> <p>Confident in communicating to a variety of audiences and individuals.</p> <p>A collaborative team player with the confidence to work both self-sufficiently and across teams, proactively engaging colleagues on projects and initiatives</p> <p>Business focused, with a charitable perspective</p> <p>Practical with a positive 'can do' 'hands-on' attitude</p>	<p>An appreciation and understanding of the impact of unsupported needs of social and emotional and mental health wellbeing upon children and young people learning</p> <p>Good understanding of and passionate about nurture.</p>
Personal attributes	<p>Approachable, open manner</p> <p>Entrepreneurial mindset</p> <p>High Emotional Intelligence</p> <p>Collaborative team player</p> <p>Excellent interpersonal skills (written and verbal)</p> <p>Flexible</p> <p>Self Motivated</p> <p>Creative thinker</p> <p>Empathetic</p>	<p>Proactive approach to ongoing professional development</p> <p>A commitment to the six principles of nurture.</p> <p>A passionate belief in the impact of nurture in improving the lives of children and young people</p>

other	Up to date DBS Data protection awareness Understanding on Safeguarding	
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How to apply:

Visit our website www.nurtureuk.org to read the job description. Applicants are asked to provide a current CV and covering letter outlining evidence against the essential criteria in the job description, clearly identifying the skills and experiences applicable to the role.

Key dates

- **Closing date:** Friday 16th February 2024
- **1st round panel interviews:** Week beginning 26th February (competency based questions)
- **2nd round panel interviews:** Week beginning 4th March (competency based plus presentation will be required based on pre given task)

Employee Benefits:

nurtureuk is committed to being an equal opportunities employer. We welcome applications from people from all backgrounds and with all different kinds of life experiences. We operate with an inclusive culture which is representative of the Six Principles of Nurture that we adhere to and promote through our work. We particularly welcome applications from male identifying candidates and candidates from a Black, Asian or other minority ethnic background as they are currently under-represented within the nurtureuk team. If you have the right skills for this role, we want to hear from you.

nurtureuk is a fully remote employer, and we operate with a strong culture and commitment of trust in the team. Nurtureuk supplies the resources necessary to create a comfortable working environment from home. We allow for flexible working to be self-managed by the team, so they may work around their other personal commitments. We maintain a hybrid working space in central London (Tottenham Court Road) offering teams the optional opportunity to come together on an ad hoc basis.

All employees receive 25 days annual leave plus an additional day for each year of service, up to a limit of 30 days. This is in addition to all bank holidays and Christmas office closure. Nurtureuk pays 5% employer contributions to pensions and also offers a medicash employee benefits package. This includes cover for a virtual GP, routine dental and optical care, specialist consultations/diagnostics, complementary and alternative therapies, prescriptions, flu jabs and discounted gym membership. There is also access to a 24/7 Employee Support Service providing mental health and wellbeing support.

About nurtureuk:

We are nurtureuk, an organisation dedicated to improving the social, emotional, mental health and wellbeing of children and young people. We've been at the forefront of the nurture movement for over 50 years, and today – with ever more children and young people affected by issues that can impact their learning – our work is more vital than ever.

Our vision

A world where:

1. Child development isn't limited by lack of nurture in education
2. Adults working with and caring for Children and Young People are supported and equipped with evidence-based tools to help them flourish and learn

Our mission

nurtureuk is dedicated to improving life chances of every child and young person by promoting nurture across the whole education system and beyond:

- We are proud of being a charity and driven by social purpose
- Children and young people's development is at the heart of everything we do
- We want to amplify the benefits of nurture for every Child and Young Person within and beyond the classroom
- We are evidence-based and practice-led in line with the Six Principles of Nurture

The Six Principles of Nurture



Authors: Eva Holmes and Eve Boyd

What is nurture?

The concept of nurture highlights the importance of social environments – who you're with, and not who you're born to – and its significant influence on social emotional skills, wellbeing and behaviour. Children and young people who have a good start in life are shown to have significant advantages over those who have experienced missing or distorted early attachments. They tend to do better at school, attend regularly, form more meaningful friendships and are significantly less likely to offend or experience physical or mental health problems. The nurturing approach offers a range of opportunities for children and young people to engage with missing early nurturing experiences, giving them the social and emotional skills to do well at school and with peers, develop their resilience and their capacity to deal more confidently with the trials and tribulations of life, for life.

History

Nurture groups were the brainchild of educational psychologist Marjorie Boxall in 1969. Large numbers of young children were entering primary school in Inner London with severe emotional, behavioural and social difficulties, which led to unmanageable rates of referral for placement in special schools or for child guidance treatment. Boxall understood that the difficulties presented

by most of these children were a result of impoverished early nurturing, meaning they were not able to make trusting relationships with adults or to respond appropriately to other children. They were not ready to meet the social and intellectual demands of school life, which further damaged their already fragile self-confidence and self-esteem.

For more information please visit:

www.nutureuk.org/what-we-do/introducing-nutureuk