



## JOB DESCRIPTION

<b>Job Title</b>	Senior Partnership Manager		
<b>Department</b>	Partnerships, Supporter Income and Engagement		
<b>Reports to</b>	Head of Managed Partnerships		
<b>Location</b>	This role has a UK based contract and as such, you must have the right to live and work in the UK. You'll be required to work at your contracted office which will be: <b>The Living Planet Centre, Woking, Surrey, GU21 4LL</b> , and will need to be able to commute to this location.		
<b>Job Level</b>	5		
<b>Flexibility</b>	WWF-UK operates a hybrid working arrangement with a minimum of 20% of contracted hours collaborating in-person with colleagues each month, with the balance being worked from home. Additionally, we have a flexible working policy which can be used to consider individual requests to tailor working patterns, whilst continuing to meet the needs of the role, team, and organisation.		
<b>Checks required</b>	<b>Safeguarding Level</b>	0	
	<i>WWF-UK believes anyone who is involved in our work or connected to it, especially children, should be safe from harm. Our first priority will always be to safeguard anyone at risk of harm or abuse. WWF-UK operates robust recruitment practices to ensure candidates for all roles are suitable. Our process includes values-based questions during interviews and annual performance reviews, reference checks that we verify orally, criminal records checks (at the appropriate level) and pre-employment declarations. We do not tolerate any form of abuse or exploitation and act robustly to any allegations or concerns.</i>		
<b>Hours</b>	35 hours per week	<b>FTE</b>	100%
<b>Date</b>	<b>April 2024</b>		

## **CONTEXT OF ROLE**

WWF's mission is to create a world where nature thrives. Our Living Planet Report shows that wildlife populations have plummeted by 69% in less than 50 years. Given the scale of the challenge facing our natural world, we know we cannot succeed alone. **Working with business to transform the economy to net zero and nature positive practices is an essential part of WWF's strategy.** By working with partners, we can catalyse action and create solutions in the fight for our world.

There has never been a more critical time to harness the power of businesses to drive positive change for our planet. Our success depends on effective partnerships with the game-changers, bold thinkers, and innovators, who will join us in tackling the pressing threats facing our world.

We need partnerships to help us better understand the problems and to find solutions to tackle the threats facing nature, to affect the policies and actions of business and governments to secure the best protection for nature. And partnerships to raise our voice - that nature matters and it's not too late to act – to help change behaviours, so we're doing all we can to restore nature.

WWF-UK has a growing portfolio of sector-leading partnerships with companies including Vodafone, HSBC, Aviva, and Reckitt, to name just a few. We have ambitious targets to halt the decline of nature and reverse its loss. This requires ambitious partnerships, which deliver to income, influence, and advocacy objectives, allowing us to scale our impact.

## **MAIN PURPOSE AND SCOPE OF THE JOB**

As a Senior Partnership Manager, you will be responsible for leading the delivery of a portfolio of partnerships, delivering excellent partnership management, stewardship, internal and external stakeholder engagement to maximise strategic value through a combination of income, policy influence, programmatic impact and brand and communications reach. Alongside this you will also be responsible for management of a sub-team of Partnership Managers, providing strong leadership and support to enable effective delivery of partnership portfolios, as well as guidance to secure and maximise partnership renewal and growth opportunities.

## **KEY RESPONSIBILITIES AND ACCOUNTABILITIES**

- Lead the development and delivery of a portfolio of partnerships, delivering excellent partnership management, stewardship, and stakeholder engagement.
- Maximise value and impact within an existing partnership portfolio by taking a strategic business development approach to realise opportunities to grow income, policy influence, programmatic impact and brand and communications reach.
- Manage a sub-team of Partnership Managers, providing strategic oversight and guidance to enable effective delivery of partnership portfolio activities, as well as guidance on strategic approaches to achieving partnership growth and long-term partnership commitments.
- Matrix manage and collaborate with teams of programmatic and technical specialists from across WWF UK and the wider WWF Network as required to achieve partnership delivery and development objectives.

- Proactively develop corporate engagement strategies and build strong relationships with key stakeholders in our corporate partners across all levels and functions of the organisation, to support partnership delivery.
- Construct and deliver compelling partnership propositions.
- Engage senior stakeholders internally within WWF-UK to secure buy-in and support for partnerships, ensuring effective partnership governance and/or stakeholder engagement mechanisms are in place.
- Develop strong relationships with the wider WWF-Network to support the delivery and growth of partnerships, ensuring that the wider WWF network is aware and engagement in partnership achievements/ developments as required.
- Lead on securing approval for partnership development opportunities internally and across the WWF network, preparing and presenting briefings and papers to support the approvals process as needed and ensuring comprehensive due diligence is in place.
- Ensure effective monitoring, evaluation, reporting, and governance mechanisms are built into Partnerships and effectively delivered upon, to meet partner requirements and demonstrate the impact and wider value of corporate partnerships.
- Oversight of budgeting, income, and expenditure for your partnerships, working closely with the Finance team.
- Develop a broad knowledge and understanding of WWF's strategic priorities and the wider business agenda, to ensure WWF issues and priorities are effectively represented in partnership discussions.
- Representing WWF-UK and the Partnerships team externally.
- Provide line management and personal development support for Partnership Managers and Partnership Executives as required.
- Deputise as required for the Head of Partnerships Management.

## **PERSON SPECIFICATION**

### **EXPERIENCE, QUALIFICATIONS & KNOWLEDGE**

- Significant knowledge and experience of Corporate-NGO Partnerships
- Corporate fundraising/ partnership management, with demonstrable experience of achieving high-value growth and development targets and objectives.
- Extensive experience of relationship management and stakeholder engagement in a commercial or charity setting, ideally within a global context and at senior levels
- Team management experience, with demonstrable experience of delivering results through others.
- Strong project Management and experience of managing multiple stakeholders.
- Business Development experience highly desirable
- Experience of senior engagement and networking – presenting to senior corporate professionals and subject matter experts
- Excellent knowledge of conservation and sustainability issues and trends, particularly within FMCG and/or Food sectors is desirable.

## **SKILLS AND COMPETENCIES**

- Strong understanding and experience of account / partnership management delivery AND growth
- Excellent strategic planning and project management skills
- Excellent presentation and communication skills, with gravitas and ability to represent WWF externally at a C-Suite level.
- Excellent negotiation and diplomacy skills
- Ability to lead strategies and take ownership of specific pieces of work.
- Strong team player and ability to work collaboratively with colleagues across the organisation.
- A solutions-focused approach, with ability to motivate others and accept different approaches to address challenges that arise.
- Excellent facilitative skills for leading on meetings and workshops with internal and external audiences.
- Proactive, delivery focussed with results driven approach.
- Committed to the values of WWF and passionate about meeting WWF objectives.

## **WWF-UK'S VALUES**

WWF-UK's values are: 'Courage,' 'Integrity,' 'Respect,' and 'Collaboration.' These values should be embedded in your work and behaviour, and any associated policies and processes adopted consistently.

*WWF UK are committed to an inclusive and accessible recruitment process. As a Disability Confident Employer, we acknowledge that some candidates may require additional support to overcome barriers experienced during the application process. If you require any reasonable adjustments to support your application or interview, please reach out to the Talent Acquisition team via [recruitment@wwf.org.uk](mailto:recruitment@wwf.org.uk)*

***This document sets out key responsibilities of the role and is not intended to be an exhaustive list of tasks and duties. We reserve the right, at our sole discretion, to reasonably vary the responsibilities from time to time depending on the needs of the organisation without changing the level of the role.***