

JOB DESCRIPTION

1. JOB DETAILS

Job Title	:	Director of Partnerships and Engagement
Reporting to	:	Chief Executive
Status	:	Full-time, permanent
Salary / Grade	:	£80,000 / Director
Location	:	New Local operates a 'work anywhere' policy, with fixed office workspace in London for those who require it. Applicants must have the right to work in the UK and be resident in the UK.

2. PURPOSE OF JOB

- To build and oversee strong partnerships which further the reach and impact of New Local's network of local authorities, annual partners and events programme.
 - To oversee a vibrant and growing membership network of local authorities, developing new network partnerships, offers and opportunities that support public service innovation and community power practice.
 - To lead New Local's external engagement and external affairs, including overseeing our communications and playing a key ambassadorial role leading our stakeholder relationships.
 - To be an active part of our leadership team of four, collaborating closely with the Chief Executive and leadership team colleagues to deliver our strategic objectives and line-managing three posts: Head of Network; Head of Events and Head of Communications.
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3. KEY TASKS/RESPONSIBILITIES

Partnerships

- Oversee a vibrant and growing membership network of local authorities, developing new network partnerships, offers and opportunities that support public service innovation and community power practice.
- Lead the business development and achievement of financial income targets for our network and events programme, including establishing new partnerships for impact with a range of organisations across the public sector, private sector, VCSE and foundations.
- Line-manage and coach our Head of Network to oversee the delivery of a strategy for engagement and growth of our peer learning membership network of 50 plus innovative councils and partners.
- Line-manage and coach our Head of Events to ensure creative partnerships and external impact from our annual calendar of events, including our flagship annual Stronger Things.
- Take an entrepreneurial approach to creating new opportunities for collaboration, network evolution and business development.
- Working across the organisation to ensure effective partnership management practice and high-quality delivery.

Engagement

- Lead New Local's engagement and external affairs, building our profile across public service practitioner and policy audiences, working closely with the Chief Executive to ensure our

programme of activity is relevant to the challenges facing the public sector and bold in inspiring reform and new ways of working.

- Line-manage and coach our Head of Communications to deliver an effective and highly engaging communications strategy which connects across our external activities, profiles our network members and insights from practice work, and builds policy influence.
- Represent New Local with key stakeholders including local authorities, wider public service professionals and partners, including through speaking on platforms, facilitating sessions and writing for a range of audiences and mediums.

Leadership and culture

- To play an active part of New Local's leadership team of four (including the Chief Executive, Director of Practice & Programmes and Head of Operations & Finance).
- To take collective accountability with the Chief Executive and leadership team colleagues for the overall organisational, financial and cultural health of the organisation. This will include contributing to the development and delivery of our strategy; financial reporting and management; continuous improvement of our internal processes; identifying and mitigating organisational risks; and working with the Board of Directors to ensure that New Local operates in accordance with the objectives of the organisation.
- To model and promote a management culture throughout New Local that empowers and is consultative while focused on our core values: being purposeful, adventurous, supportive and delivering excellence.
- To work across the organisation with the Practice and Programmes team to collaborate effectively and explore new opportunities to develop creative, impactful projects which draw on our unique role as an organisation that connects practice and policy to support public service transformation and community power.
- Any other duties, which may be required by the Chief Executive which are commensurate with the responsibilities of the post.

4. PERSON SPECIFICATION: KNOWLEDGE AND SKILLS REQUIRED (E: Essential; D: Desirable)

- A track record of business development, revenue generation and creating original funding partnerships for impact. **E**
- Knowledge of local government and/or the wider public sector, including an excellent understanding of the financial and reform context. **E**
- An understanding of the needs of a small organisation with big ambitions to grow in impact, capacity and revenue. **E**
- Experience of strong partnership development and management. **E**
- Experience of effectively line managing and coaching colleagues and leading a team to deliver impact. **E**
- Outstanding written and oral communication skills. **E**
- An entrepreneurial approach which spots and creates opportunities for external impact and collaboration. **E**
- Ability to proactively network and build relationships with a wide range of stakeholders, partners and clients. **E**
- Experience of and understanding how to tailor key messages to a wide range of different audiences including local government, public sector, commercial and public policy. **E**
- Experience of leading strategic external engagement in a context transferrable to this role (this could be in relation to a membership, sector or consultancy organisation that engages in public service reform). **D**
- Experience of being part of an executive leadership team and reporting to a Board. **D**
- Capability to work in a highly creative, collaborative, and autonomous way. **E**
- Capability to actively contribute to the highly supportive and friendly organisational culture at New Local. **E**

- Commitment to professional growth and development, both your own and through coaching or managing others. **E**
 - Understanding of and commitment to New Local's mission to transform public services and unlock community power and the principles that underpin this. **E**
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5. NATURE AND SCOPE

New Local is a think tank and network working to transform public services and empower communities. We publish research, lead peer learning within our network of 50-plus local authorities, influence government and work directly with public sector organisations. We support local practice and make connections with national policy, catalysing innovation and new ways of working in the context of rising demand, constrained funding and declining trust. The greater the pressures on the system, the more important it is to learn, share and pioneer effective responses to complex challenges – and New Local plays a unique role.

At the heart of our work is 'community power' - the principle that communities themselves have strong insights into their own circumstances and should be able to participate in shaping the places they live in and the services they use. We believe that active, empowered communities should be at the heart of a wider shift towards place-based public services and a system focused on prevention, which can lead to better outcomes and a more sustainable system for all.

We are seeking a Director of Partnerships and Engagement at an exciting point in New Local's organisational journey. With our Chief Executive recently appointed in post and a refreshed strategy, this new role has been created to play a core part of our leadership team of four, helping take our impact to the next level. At a crucial time for the local government and wider public sector, facing financial constraints and undergoing range of reforms, there has never been a more important role for New Local to create the space for forward-looking, outcomes-led practice and policy.

As Director of Partnerships and Engagement, you will oversee and ensure the impact of our membership network, events programme and communications activity. This will involve developing our partnerships with a range of stakeholders across our network of innovative councils and annual partners, including with the public, private and charitable sectors. You will play a key role in ensuring the activity and reach of our membership network is responsive to the challenges facing local government, creating new opportunities for insight and practical routes to innovation and impact. Taking an entrepreneurial approach, you will be proactive in seeking to generate revenue and support our network model to evolve and expand across public sector partners with an appetite to drive change.

You will lead a strategic approach to our engagement and external affairs to build our profile and reach as an organisation dedicated to community power and public service innovation. Our unique range of activity across our events, communications, network, practice and policy research informs our role bridging practical routes to change and advocacy of a paradigm shift towards community-led, place-based reform. Leading the strategic direction of our events and communications functions in addition to our network, you will spot opportunities for new ways to profile ideas and inspiration for those leading reform in practice. Our external activity across our network, events and communications is renowned for being dynamic, participative and highly engaging – this role is a great opportunity to develop our impact further.

As part of our leadership team, you will also play a core leadership role across the organisation and alongside the Chief Executive, including contributing to the development and delivery of our strategy; sharing accountability for our financial and cultural good health; and ensuring our team thrives. Our team is inclusive and collaborative - we make every effort to live up to our four core values of being purposeful, adventurous, supportive towards colleagues and partners, and delivering excellence. Your

leadership will support us to ensure these values are embedded in everything we do, from working with each other, to working with our diverse and inspiring range of partners and stakeholders.

Our portfolio of activity sees us work across the UK and therefore requires regular travel as a core responsibility. We expect the need to travel approx. 2-3 times per month to locations across the UK, which may involve the possibility of overnight stays and weekend work.

New Local operates a work-anywhere policy but has recently acquired a fixed office space in central London and hybrid working arrangements are currently being reviewed. As a member of the leadership team, there is an expectation that we will meet regularly face-to-face in London.

Diversity: New Local is committed to being an equal opportunities employer. We don't just 'value diversity', we think it is central to what makes for a high impact, successful organisation. We positively encourage everyone to apply. As such, New Local recruits, employs, trains, compensates and promotes regardless of age, disability, sex, gender, sexuality, race, national origin, marital status, parental status, religion or belief.

Leave and working hours: We operate a highly flexible policy on working hours and leave. New Local's team core working hours are 10am to 4pm but around this, staff are trusted to determine their own working hours and leave consummate with the fulfilment of their job goals to the highest level of excellence. To ensure well-being, New Local staff are expected to take a minimum of 27 days' leave each year (pro rata for PT staff) and work no more than 35 hours a week. New Local employees also receive ten days leave over the Christmas and New Year period. We operate an unlimited leave policy meaning employees are free to take leave beyond their leave allocation as long as it does not interfere with their ability to do their job to the highest standards.

Location: Applications are welcome from candidates no matter where they live in the UK. We operate a 'work anywhere' policy meaning employees can choose to work at home or at any other location that enables them to do their job to the highest standards. New Local has an office in a central London location for those who wish to work in an office environment, and we are currently reviewing our hybrid arrangements. We currently meet as a team in person regularly in central London and team members are expected to attend this. Travel expenses are covered for team members attending this meeting. Members of the leadership team will be expected to meet face-to-face in London on a more regular, fortnightly basis.

Flexible working: We are happy to discuss highly flexible working arrangements.

Well-being: New Local is extremely committed to staff well-being. Working long and late hours is actively discouraged and all staff at New Local are very strongly committed to creating a pleasant, friendly and supportive environment in which to work. Employees complete a weekly and more detailed quarterly anonymous well-being survey to allow monitoring of general well-being in the team.

Health scheme: Employees can join the New Local health plan and employee assistance scheme. The subscription to the scheme is paid for by New Local.

Family Friendly leave: New Local offers a range of enhanced parental and family friendly leave.

Pension: New Local will contribute 5% to the New Local group personal pension scheme. This benefit cannot be substituted for any other benefit. We operate a salary sacrifice scheme for pension contributions.

Probation and notice: This role is subject to a six-month probationary period and a three-month notice period.

This job description is not exhaustive and is liable to review following discussion with the job holder. The post-holder will be expected to undertake any other reasonable duties as requested by their line manager and commensurate with their job grade.