WEST OF ENGLAND | MAYORAL COMBINED AUTHORITY

JOB DESCRIPTION

JOB TITLE:	Partnership Manager
MANAGED BY:	Head of Partnership Development
GRADE:	10

THE ROLE

The Partnership Development Manager will build, manage and sustain high-value regional partnerships that secure commitment to initiatives delivering tangible benefits for communities across the West of England. The role is central to achieving the partnership outcomes set out in WECA's Growth Strategy and supporting the delivery of long-term regional priorities.

The postholder will focus on strengthening strategic partnerships across the region, working with a wide range of public, private and VCSE partners to support shared priorities.

Reporting to the Head of Partnership Development, the Partnership Development Manager will lead a portfolio of priority partnerships, ensuring they are strategically aligned, outcome-focused and support the delivery of mayoral and Combined Authority priorities. The role requires confidence in working across a diverse partner landscape, bringing organisations together around shared objectives and fostering effective collaboration, alignment and shared ownership of outcomes.

KEY RESPONSIBILITIES

- Work in close partnership with the Head of Service to oversee the effective operation of WECA's priority partnerships, ensuring they are inclusive, well-governed and focused on delivering meaningful outcomes, supported by clear structures and ways of working, including those involving the Mayor.
- Shape and strengthen partnership frameworks, programmes and governance arrangements, playing an active role in identifying, developing and securing new partnership opportunities that align with shared regional priorities.

- Build and sustain strong, trusted relationships with key partners across local authorities, education, and the voluntary and community sector, enabling partners to contribute effectively and deliver against agreed objectives.
- Help to foster a culture of collaboration across WECA's partnership landscape, identifying opportunities to maximise collective impact and monitoring and managing risks.
- Represent WECA confidently and professionally, leading effective engagement and consultation with partners and stakeholders, securing commitment and support for shared strategic ambitions.
- Contribute to the development of business cases, investment proposals and performance insight, working closely with Strategy and Corporate teams to ensure priorities and outcomes are clear, robust and informed by partnership perspectives.
- Manage resources to support effective delivery of priorities, deputise for the Head of Strategic Partnerships and Stakeholders when required and contribute to WECA's wider strategic and corporate responsibilities in line with the seniority of the role.

PERSON SPECIFICATION

ESSENTIAL (MUST HAVE)
Qualifications and Knowledge • Knowledge developing and supporting large-scale partnership activity, programmes or initiatives that contribute to regional or place-based priorities. • A sound understanding of the Nolan Principles of Public Life and their application within partnership working, governance and decision-making.
Experience • Demonstrable experience of managing and supporting high impact partnerships, working collaboratively with public sector bodies and a wide range of partners to achieve shared outcomes at a regional or sub-regional scale. • Experience contributing to the design and delivery of complex, multi-stakeholder programmes, operating across diverse partner interests and funding arrangements. • A strong track record of influencing, convening and supporting stakeholders to reach agreement and work collaboratively for the benefit of people who live, work or visit the region. • Experience using professional insight and evidence to inform strategy, policy development or public-facing initiatives, strengthening partnership working and collective impact. • Proven experience of working within partnership frameworks, programmes and governance arrangements that support high-quality delivery and alignment with agreed strategic priorities. • Experience managing resources effectively, providing clear direction, identifying and addressing risks collaboratively, and ensuring work is delivered on time, within available resources and to a high standard.

- Results-focused, with experience supporting partners and stakeholders to develop action plans, track progress and improve performance against agreed objectives.

Skills and Competencies

- Excellent relationship-building skills, with the ability to establish trust, credibility and effective partnerships across a diverse range of stakeholders.
- Strong communication skills, enabling constructive engagement and partnership working with stakeholders at all levels, both internally and externally.
- Proven ability to manage complex relationships, taking an adaptable and pragmatic approach to addressing challenges, risks and issues.
- Highly effective written and verbal communication skills, with the ability to translate complex strategic issues and initiatives into clear, compelling messages tailored to different audiences.
- High levels of emotional intelligence, supporting constructive partnership working, shared problem-solving and collaborative delivery of agreed outcomes.
- A strong commitment to continuous improvement, with awareness of external trends, risks and opportunities that influence the organisation and its partnerships.

DESIRABLE

Qualifications and Knowledge

- Working knowledge of political environments balancing complex relationships between organisations.