

Director of Business Development and Partnerships

Job Description and
Person Specification

Job Description

Job title: Director of Business Development and Partnerships **Location:** South Coast

Role Overview

- As a member of the senior leadership team (SLT), the Director will work collaboratively and pursue growth opportunities in line with the college's mission, values and strategic plans.
- The Director of Business Development and Partnerships will hold the overview of the college's engagement with key stakeholders, partners and industrial sectors and lead the development of the positioning of the college in the skills and training marketplace. The postholder will understand the regional economic and employment sectors and build key relationships within those sectors. They will develop strong relationships and lead on a range of key engagements and ensure that intelligence and analysis is shared internally.
- The Director will build the commercial capability and capacity of the college, ensuring effective processes and ways of working are in place to ensure strong market intelligence is embedded into the work of the college. Through the work undertaken and the relationships built, the postholder will be well connected to key players, they will have insights into key developments and they will ensure the profile of the college is built and maintained.

Purpose of the Role

The Director of Business Development and Partnerships will be responsible for developing and implementing the commercial and employer partnerships strategy for the college, with the clear aim of increasing activity and profitable income across apprenticeships, adult skills training and higher education provision and project related funding. Through building commercial relationships with external organisations and employers, and positioning the college as a trusted partner in high-quality skills delivery and training, the Director will ensure the college responds to the needs of the local and regional labour market.

Key Accountabilities and Duties

- Develop and implement an enhanced commercial partnerships strategy in line with college plans and strategies.
- Identify and evaluate commercial opportunities to generate additional income and build relationships with new and existing employers and other partners.
- Collaborate with colleagues internally to identify new opportunities, ensuring cohesion between commercial targets and delivery plans.
- Network externally and ensure a strong external profile with key partners, funders, employers and other stakeholders.
- Develop business plans that generate additional profitable income for the college in new and existing markets.
- Work within agreed budgets and ensure that risks are identified and managed appropriately.
- Monitor and evaluate the success of commercial partnerships and provide timely reports to the Executive Leadership Team and the Board.
- Ensure that any new partnerships are entered into in line with the college's financial regulations and funding rules, always ensuring the college's reputation and values are maintained.
- Ensure that labour market intelligence and local, regional and national plans, policies and data are used to inform the development of plans and strategies.
- Champion innovation and creativity in the development of new skills and training solutions that meet the needs of employers and the marketplace.
- Lead and promote a culture which puts excellent customer service at the core of the college's services to employers and partners.
- Work with the Marketing and Communication Manager to shape the development of a high-impact narrative to magnify and enhance the college's position in the marketplace.
- Role model excellent, values-centred leadership that builds the skills and capabilities of those around you and drives a culture of commerciality and entrepreneurship.
- Line manage the Business Development Manager, providing the support, guidance and motivation to ensure the success of the business development team.

Equal Opportunities

The college will seek to ensure that all existing and potential employees and students are given equal opportunities for employment and education. It is committed to the elimination of unlawful or unfair discrimination on the grounds of sex, age, marital status, colour, race, nationality or other ethnic or national origin, disability, sexuality, trade union membership or activity and religious background. The college will seek to ensure that no applicant for employment or education is disadvantaged by conditions or requirements which cannot be justified. The college aims to provide an open, welcoming and safe environment for all its students, employees and visitors.

Safeguarding

- The college is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment.
- Successful external applicants will be required to undertake appropriate safeguarding checks as well as providing proof of right to live and work in the UK.
- All successful candidates will be required to provide proof of their qualifications.

Further Information

This job description and person specification are current as of April 2024. In consultation with you it is liable to variation to reflect changes in the job. If you have any queries relating to your job description and/or person specification, please discuss with your line manager.

A copy of this job description and person specification is held with the People Team.

Person Specification

Knowledge

Essential

- A collaborative leader who works well with colleagues and recognises the need to balance commercial imperatives with delivery capability and objectives.
- An excellent communicator and negotiator with expert presentation skills and the ability to promote an organisation in the marketplace.
- The ability to work independently, manage multiple projects simultaneously, meet deadlines and consistently deliver on expectations.
- Competent in Microsoft Office applications.

Desirable

- Understanding of KCSIE and safeguarding children and vulnerable adults.

Essential Skills

- Strong strategic ability evidenced by developing new plans and solutions in response to market opportunities.
- A demonstrable track record in securing increased revenue and profitable income through the development of new services, products or solutions in response to a specific market need.
- An excellent networker and natural relationship builder with strong ambassadorial skills with experience in representing an organisation with key stakeholders.
- A target-driven individual who is comfortable being held to account for the achievement of stretching commercial targets.
- Strong analytical and problem-solving skills with the ability to use data and insights to inform decision making and business planning.
- Strong leadership skills with the ability to motivate a team.
- The ability to work in line with the college's stated aims and values.

Work Experience

Essential

- A proven commercial leader with a background in business development and partnership building, ideally with experience of working within a related commercial environment (i.e. learning, development, skills, training, employer solutions).

Desirable

- Work experience in an FE setting.

Other Requirements

- Attendance at college events i.e. open evenings including outside of normal working hours and to represent the college at external events as required.
- Ability to travel between sites and to meet with clients regionally and nationally.

Qualifications

Essential

- Commitment to, and evidence of, ongoing professional development.
- Level 2 (or equivalent) English and Maths.
- A recognised higher-level qualification in a relevant field or discipline.
- A recognised leadership qualification (or willingness to obtain within one year of appointment).

Desirable

- A relevant professional qualification.