|  |  |
| --- | --- |
| Job Title | Head of Corporate Relationships |
| Department | Business and Industry |
| Reporting to | Director of Business Development and Partnerships |
| Contract | Permanent full time |
| Salary range | £51,000 to £56,000 |
| Location | London with hybrid working (up to 60% remote working) |

We are a not-for-profit organisation who are committed to increasing the diversity and numbers of young people entering into engineering and technology to meet the future workforce needs, as well as promoting roles that help us work towards net zero and drive environmental sustainability.

Reporting to the Director of Business Development & Partnerships, you will lead the Relationship Management team of four people, ensuring high quality partnership management for 35+ members and funders, as well as driving growth, and working holistically with partners to contribute to the collective impact strand of our new strategy.

Engaging businesses with the full suite of EngineeringUK activities and supporting them on their own STEM strategies, makes this a great role for developing oversight of all opportunities within our sector, working with experts in the field, and developing your own expertise to contribute to engaging more, and more diverse, young people with engineering and technology.

We are looking for an experienced relationship manager with exceptional team leadership skills, who can evidence developing and growing partnerships, with the ability to think laterally about opportunities, and recognise the value of cross-sector working beyond funding. You should be a strategic-thinker, able to influence and guide others to meet shared goals. Prior experience in STEM or wider-education partnerships is not essential, but you should have an interest in this field, and an ability to use your initiative and work collaboratively to quickly position yourself as a credible leader.

Further details about the role can be found [on the job description here](https://www.engineeringuk.com/media/319037/head-of-corporate-relationships-jd-final.pdf).

The role is London based at our office at 10 Lower Thames Street, London EC3R 6EN and will involve some travel in the UK. We believe that hybrid working has many benefits and are pleased to offer flexible working with a baseline of 2 days (or 40%) a week in our vibrant central London office overlooking the Thames. We also offer core hours of 10am to 4pm. Further details on our flexible working practices can be discussed at interview or you can reach out to a member of our HR team.

Person specification

* Evidence of relationship management expertise across a range of sectors, managing and growing partnerships, ideally within the non-for-profit sector or with a STEM outreach focus.
* Experience of team leadership and line management, with the ability to demonstrate the difference between the two.
* Personal and professional credibility as an outstanding leader in the delivery of STEM engagement strategies, or demonstrable ability and willingness to develop and learn.
* Experience of optimising business processes to ensure efficient and effective team performance.
* Ability to influence and bring others with you when making decisions or changes to processes, whilst also being able to adapt your own viewpoint following input from others.
* Evidence of strong forecasting and financial management, with strong attention to detail.
* An excellent team player who fosters collaborative working.
* Strong influencing and commercial negotiation skills.
* Able to make decisions quickly and aptly with minimal supervision, while being astute to consult as widely as appropriate when the situation warrants it.
* Experience of writing and presenting persuasive and effective proposals.
* Good time management and prioritisation
* Demonstrable alignment and support for EngineeringUK values and a commitment to achieving the organisation’s goals.

# Education / level of experience

* Minimum of 5 years’ experience in a senior relationship management role.
* Evidence of strategic thinking in own expert delivery area.
* Experience of delivering and assessing STEM engagement strategies, or similar relevant experience.
* Formal education qualifications are not required, but evidence of continuing professional development is very welcome.

EngineeringUK is committed to being an inclusive workplace, where everyone feels they belong.  This is supported by the dedicated work we are doing to ensure our policies and practices are inclusive and that our staff are trained to be able to fulfil this commitment.

We value the benefits of a diverse workforce and encourage applications from people of all backgrounds and experiences.  Our recruitment process is designed to be as accessible and inclusive as possible and to ensure people are individually assessed regardless of their backgrounds or characteristics. We are an equal opportunities employer and are open to flexible working, including job share.

# Applying for this role

Please follow the link to the BeApplied platform to make your application. If you would like to request to submit your application in an alternative format to support accessibility, please let us know.

Please also tell us where you saw the job advertised in your email as we are tracking our applications.

The deadline for applications is before **9 am on 11 September 2023.**

# Interviews

Applications will be assessed against the requirements for the post as set out in the Role Profile and Person Specification.

We are a Disability Confident committed employer. We guarantee an interview to disabled people who meet the minimum requirements of the role. Additionally, if there are any reasonable adjustments we can make to make this recruitment process easier for you, just let us know. You will be asked to provide this information to us when completing the online application form.

We aim to notify candidates who have been shortlisted on 18 September. If you have not heard from us after this date, please assume that you have not been successful.

First interviews will be held week commencing 19 September.

# What can we offer you?

* Competitive salary
* 28 days paid annual leave (plus bank holidays), in addition we normally close for the Christmas week
* Competitive pension (10% employer contribution)
* Annual bonus opportunity
* Flexible working is embraced
* A vibrant office with terrace overlooking the Thames embankment and Tower Bridge
* Employee Assistance Programme
* Life Insurance (4 x salary)
* Long term illness/incapacity insurance cover (permanent health insurance or PHI)
* Annual private health check for all employees over 40 once they have completed their probationary period and to employees over 35 after 3 years’ service
* Discounted gym membership
* Yearly flu vaccination

Graphical user interface, text, application

Description automatically generated