

School Partnerships Manager

Purpose of the team:

The School Partnerships team work with Headteachers and leaders of Multi Academy Trusts to plan and deliver our two-year Leadership Development Programme (LDP) along with other Teach First Programmes. Much of the work involves cultivating relationships with new schools and trusts as well as working with our incoming participants, individuals who are about the start the LDP.

Purpose of the role:

The School Partnerships Manager is accountable for overseeing relationships with schools in the region. They lead the development and implementation of a school engagement strategy which focuses on great relationships, scope for growth and ensuring the school voice is integrated into regional work. The role is also responsible for ensuring our incoming participants are placed in schools and receive outstanding support.

At this level you will:

1. **Impact:** Oversee the School Partnership team to deliver the strategy for high-quality school relationships, including incoming participant placement in line with regional priorities
2. **Communication:** Manage internal and external senior stakeholders. This includes building excellent working relationships with colleagues in partner schools being the point of escalation within the team
3. **Innovation:** Identify opportunities for partnerships with a solution-focused approach to the challenges facing schools.
4. **Knowledge:** Have excellent, up-to-date knowledge of regional requirements and context. Proactively contribute to the success of the region as part of the East Midlands Senior Leadership team.

Your responsibilities include:

- Work in partnership with approximately 200 secondary partner schools, including multi-academy trusts, building and maintaining effective relationships alongside colleagues in London
- Ensure all London Secondary participants (teachers) are placed in line with school requirements, local area strategy and the wider Teach First vision for children
- Work with schools to understand their need, connecting them to relevant services and partners through our School Partnership model
- Ensure all schools in which we place participants are risk-assessed and held accountable to their contractual requirements, including providing an effective training environment for participants
- Partner with schools that can accommodate participants for the School Centred Learning element of summer training
- Liaise with schools to resolve school relationship challenges or conflicts as required
- Work in partnership with colleagues across the organisation, including Legal and Graduate Recruitment, to ensure that participants are supported, cultivated and successfully retained prior to starting their summer training (Summer Institute)
- Be the main escalation contact for schools and head teachers
- Capture and understand school voice by organising termly local school forums for headteachers and running an annual survey for partner schools Work across the London region; including regular travel to schools including some evening and weekend working as required to support events and other team activities
- Play a key role on London Secondary Leadership team to liaise with Initial Teacher Development (ITD) partner colleagues and support the wider London team to meet their objectives
- Lead on the development and implementation of a local school engagement strategy to achieve high quality school relationships, with scope for growth, and to ensure school voice is integrated into our work in the region
- Represent Teach First externally within the region
- Ensure excellent CRM through accurate and consistent use of our CRM database
- The critical responsibilities of this role are described above. They may be subject to change at any time due to reasonable accommodation or other reasons

Person Specification

Essential skills and experience:

- **Relationship Management:**
 - Experience managing relationships with, communicating to, and influencing a range of internal and external stakeholders to aid business development
 - Ability to adapt interpersonal style to clearly articulate an offer; able to read others well and adjust style to win people over
- **Pipeline Management:**
 - Experience managing existing relationships and growing them strategically
 - Able to develop appropriate tactics to generate, manage and cultivate leads
 - Experience negotiating, with the ability to apply knowledge of a partner's unique points to successfully negotiate, and display sound judgement
- **Customer Service:**
 - Ability to understand school need, provide appropriate services and take ownership of school satisfaction
- **Knowing the Market:**
 - Strong understanding of the local and national educational landscape
- **People Management and Development:**
 - Substantial experience of people management and development with the ability to provide team direction and build an effective team
 - Able to empower and enable direct reports to act independently and solve problems on their own
 - Comfortable addressing performance issues and doing so fairly, positively and promptly
 - Able to provide on-going, future focused, constructive and timely feedback to others about their development and progress
 - Proven ability to encourage and facilitate collaboration across teams

Desirable skills and experience:

- **Knowing the Market:**
 - Background in teaching/knowledge of ITE and teacher training/experience in a school or related educational context
- **Data Insight:**
 - Ability to use a CRM database; ability to interpret data in order to understand school need and develop a school partnerships strategy

All our employees are expected to model [our values](#) and help others to do so.