

Partnerships and Placements Manager Partnerships and Placements Team

JOB PACK

If you would prefer this read aloud, guidance is available [here](#).

OUR MISSION

Frontline is a charity with a mission to make life better for children at risk of harm, by improving the services that support them.

Hundreds of thousands of children experience or are at risk from abuse and neglect at home, sexual and criminal exploitation outside the home, and other harms. For these children, the right support and protection can make all the difference.

That's why we develop excellent practice and leadership in social work and other children's services. And we are cultivating innovative new approaches to child protection and driving positive systems change for children.

We are looking for enthusiastic individuals from a diverse range of backgrounds to join our organisation and contribute to our work to create lasting social change for children and families. At Frontline we do this while striving to achieve a culture of freedom and responsibility, and working to become a truly anti-racist organisation. Read on to find out more about our culture and what we are looking for in this role.



FREEDOM AND RESPONSIBILITY: OUR CULTURE

To achieve our best work as a charity, we need to both let go of control and expect much more of one another. If we can manage this feat, you will be surrounded by a team who can solve problems, speak with candour, communicate expectations and give one another the space and support to achieve fantastic results for children and families. This is what we call a culture of freedom and responsibility.

How do we make it happen? Freedom without responsibility results in chaos – confusion, frustration, a lack of accountability. Responsibility without freedom breeds a rigid focus on following rules and process, even when professional judgement and creativity would produce better results. It can result in people doing things right without doing the right thing. Because of this, we need to have huge levels of both freedom and responsibility. The most important word is not freedom, nor responsibility, but **and**.



DIVERSITY AND INCLUSION

Frontline is an employer that takes equal opportunity seriously and seeks to walk the talk.

We believe that the strongest performing teams have a lot of difference in them. Our employees come from a range of backgrounds and with various expertise. We are committed to anti-discriminatory practice and are actively seeking to bring people with different lived experiences into the organisation. According to our most recent demographic survey, 30% of our employees are from global majority backgrounds, 6% are disabled, 18 are neurodivergent and 19% identify as LGBTQ+.

We are committed to being an actively anti-racist organisation. For us at Frontline, that means proactively tackling systems and structures that perpetuate and embed racism in our society.

We have a diversity and inclusion working group that includes employees from across all teams and levels including the people team and our senior leadership team. The group leads on recommendations for improvements in this area and implements initiatives to achieve equality for all.

We are committed to taking an inclusive approach to recruitment. We use a system called Pinpoint, which helps to remove bias from the selection process by anonymising applications. We ensure all of our employees have the relevant knowledge to support these aims. We design and deliver regular workshops and training around diversity, inclusion and belonging. We are proud to have won the ENEI Best Smaller Employer Award 2020.

If you're interested in hearing more about diversity and inclusion at Frontline, please feel free to contact people@thefrontline.org.uk.



OUR BENEFITS

We know that working here is more than just a job title. Our benefits are a way of recognising employees for the important work they all do.



Community

- Employee Affinity Groups (incl. LGBTQ+, Black Affinity Group, Global Majority, Disabled and Neurodivergent, Parenting Network)
- Employee Resource Groups (incl. D&I, Sustainability)
- Organisational away day once a year
- Regular social activities – virtual and in-person
- Social work roles can join the Fellowship after one year of service



Family

- Enhanced Occupational Maternity, Adoption, Paternity and Shared Parental leave policies
- Foster and kinship care policy – support and time off for training (up to 10 days)
- Time off for fertility treatment/IVF appointments



Flexible working

- Home-working around the needs of your role
- Flexibility around our core hours (10am-4pm)
- Mission aligned volunteering time (up to 3 days)



Learning and development

- CPD – L&D Calendar and apprenticeships
- Tailored, in-house workshops
- Coaching with qualified, professional coach
- Mentoring scheme for underrepresented groups



Holidays

- 25 days annual leave, plus bank holidays and office closure from 25 December to 1 January
- Holiday entitlement increases by one day every year after two years' service (up to max. 30 days)
- Buy up to five days annual leave a year



Health and well-being

- Employee Support Service – 24/7 confidential advice line and counselling
- Occupational Health support
- Life Assurance Scheme – death in service benefit of x3 annual salary
- Free eye test and flu vaccine
- Sabbatical after 3 years' service (up to 6 months)



Pay, pension and loans

- Transparent salary structure, job evaluation to ensure benchmarking and competitive pay
- Up to 8% employer pension contribution, via salary sacrifice
- Interest-free bike and season ticket loan
- Interest-free deposit loan for renting or buying a new home

THE ROLE

Reports to:

Principle Partnerships Lead

Salary:

£47, 906 (£51, 411 inclusive of London office allowance) plus competitive pension

Contract:

Full Time, Permanent

Location: Hybrid. If you are based in London you are required to attend the London office twice a week. If you are based outside of London, you are required to attend the London office once a month. **Please note that travel to the London office is at your own expense.**

The team you will be working in:

Closing date:

9am, Wednesday 19 August

Interviews:

First round: Tuesday 25 August
(online via Teams)

Second round: Tuesday 1
September (online via Teams)



Head of Partnerships
and Placements

Principal Partnerships
Lead (South)

Principal Partnerships
Lead (North)

Partnerships
Development
Officer

Partnerships and
Placements Manager x3

Partnerships and
Placements Manager
x3

Partnerships and
Placements
Officer

THE ROLE

Job description:

We are looking for an account management, or workforce development professional that will consistently deliver on sales targets for our programmes and develop and maintain strong relationships with our partners for high satisfaction rates.

You will be part of a high performing Partnerships and Placements team that builds and maintains partnerships with local authorities (LAs) and children's trusts nationally, in order to develop and support 600+ Fellows (alumni) annually through our key programmes.

This is directly linked to achieving Frontline's organisational objective of having 4,000 impactful Fellows by 2025, who will create social change for children without a safe or stable home.

Key responsibilities:

Meet sales targets

- Sell programmes effectively to partners, meeting programme targets
- Record and accurately forecast results through effective use of Salesforce CRM.

Relationship management and partner experience

- Build a deep understanding of the needs and requirements of your partners.
- Cultivate deep relationships of trust with senior stakeholders.
- Handling complex challenges/issues as they arise with partners
- Manage a cadence of partner meetings for effective partnership governance.
- Meet partner expectations and target satisfaction rates for our programmes.

Systems, project management and compliance

- Allocate Approach Social Work applicants to placements, ensuring they are inducted onto the programme before starting
- Project manage the recruitment of high-quality Consultant Social Workers.
- Understand and comply with policies that govern our programmes

Support wider organisational objectives

- Work collaboratively with colleagues across the organisation on shared objectives
- Maintain high engagement levels and promote freedom and responsibility
- Lead by example and role model a high-performance culture through clear communications, risk management and holding colleagues to account



THE ROLE

Person specification:

Experience and Knowledge	Essential or Desirable	Where this will be assessed?
Sales and account management, and consistent in meeting targets.	Essential	Interview and Application
Managing the sales cycle and pipeline and accurately forecasting results.	Essential	Interview and application
Cultivating and influencing external stakeholder relationships	Essential	Interview and application
Building relationships with a range of internal stakeholders, and balancing varied, often competing, interests.	Essential	Interview and application

Diversity means stronger teams and we want Frontline to reflect the communities we serve. Therefore, we are actively seeking applicants from global majority backgrounds for this role. We are a disability confident employer and welcome applicants with disabilities. We ensure a diverse shortlist for all our roles, so when prompted, we encourage you to share this information with us if you are willing to do so.

Please let us know how we can make the recruitment process more accessible for you by emailing people@thefrontline.org.uk



THE ROLE

Person specification:

Characteristics and Skills	Essential or Desirable	Where this will be assessed?
Excellent communication skills, with the ability to write great proposals, lead productive meetings and run inspiring pitches.	Essential	Application and interview
Ability to use everyday digital tools (such as Microsoft Word, Excel, Outlook and online systems) to support day-to-day work, with willingness to learn new systems as required.	Essential	Application and interview
Adept at building positive relationships with people in different contexts, able to learn quickly about their needs and skilfully build strong, long-lasting partnerships	Essential	Application and interview
A strategic mindset that plans, prepares and monitors own performance to effectively anticipate and manage risks to performance	Essential	Application and interview
Confident in using data and making use of reporting through customer relationship management (or CRM) systems.	Essential	Application and interview
Dependable, clear and pro-active in working to achieve shared goals	Essential	Application and interview
Presence to influence peers, and challenge respectfully and with impact	Essential	Application and interview



THE ROLE

You may not have all of the experience or skills listed in this job pack but don't let that automatically put you off applying. If you have relevant experience and feel you would be a good fit for this role, we'd love to hear from you.

It is important to us that you are aligned with our values and committed to:

- working to deliver our [mission](#) and helping achieve our vision
- creating a culture of freedom and responsibility
- actively dismantling discrimination in your role

Right to Work

We welcome applications from all candidates who have the right to work in the UK, including those who may require visa sponsorship, as this role is eligible under Home Office

How to apply:

If this sounds like the right role and organisation for you, please apply by following this [link](#).

Please note that we reserve the right to close all roles early if we experience a high number of applications. If you think the role is a right fit for you, please apply as soon as you can.

Want to find out more?

Please contact:

Joanne Ormston at joanne.ormston@thefrontline.org.uk

