

JOB DESCRIPTION

Post Title: Strategic Partnerships Manager	
Department: Corporate Core	Post No:
Division/Section: Partnerships	Post Grade: 17 (provisional, subject to moderation)
Location: The post holder will be based within the Bury Campus, however may be required to travel within the locality to deliver the requirements of the role.	Post Hours: 37
<p>Special Conditions of Service:</p> <p>The nature of the post will require the post holder to work flexibly dependent on the needs of the job. This can include attending events or meetings outside of normal working hours and working agilely from different offices or home as appropriate.</p>	
<p>Purpose and Objectives of Post:</p> <ul style="list-style-type: none"> • Responsibility for developing and overseeing the implementation of the Bury 2030 strategy; leading the delivery of the public service reform agenda and developing and implementing associated corporate plans and policies including equalities and anti-poverty • To establish, develop and lead an effective partnership function across the organisation and support the development of key strategies across the wider Bury system. • To develop and instil public sector reform principles across the Borough through the establishment of an effective neighbourhood working approach, in line with the GM Model of Unified Public Services • Strategic leadership for the provision of art, culture and heritage across the Borough and the crucial role this plays within the Bury offer and community development locally, particularly in relation to Bury’s Town of Culture status • Lead the development and support sustainability of Voluntary Community and Faith infrastructure and provide partnership support for the sector 	
Accountable to: Deputy Chief Executive (Corporate Core)	
Immediately Responsible to: Chief Information Officer	

Immediately Responsible for: Partnership co-ordinator, Arts and Museums Officer

Relationships:

Internal – Leader of the Council, Deputy Leader of the Council, Elected Members, Chief Executive, Joint Executive Team, Senior Managers, Departmental and wider corporate colleagues, Employee Groups (eg BAME), Trade Unions.

External – Members of the public, Employees of other Local Authorities, public Sector Reform Partners locally and regionally including police, fire, housing, education, VCFA and sector plus cultural organisations. GMCA and GM Health and Social Care Partnership. National public sector bodies, think tanks and academia.

Lead Officers within the Team Bury Partnership, AGMA, regional and national bodies and agencies

Control of Resources:

Proactive management of workforce within direct control and matrix management to ensure efficient deployment of capacity and capability to meet required objectives.

Effective use of ICT/ digital equipment and systems.

Responsible for effective management of budgets including the securing and managing of one-off grants and funding, such as GM schemes or specific Government initiatives and delivery of agreed outcomes – to increasingly focus on ensuring realisation of social value. Also includes responsibility for SLA with VCFA (c.£500k plus £600k social capital fund)

Other resources delegated to the post holder to support and deliver specific projects

Duties and responsibilities

- Strategic leadership on the production of strategies and plans on behalf of the Borough partnership board (Team Bury), ensuring transformation activity is aligned, particularly in relation to public sector reform. This is to assure plans are relevant locally, celebrating and building on Bury's particular demographics and strengths, whilst ensuring the locality plays a full part in sub-regional, regional and national developments.
- Accountability for finalising and assuring delivery of the Bury 2030 Strategy, including the design, leadership and evaluation of effective partnership governance
- Strategic lead on crystallising and embedding a Bury 'neighbourhood working model with public sector partners.
- Accountable for the development and delivery of the Public Sector Reform programme of work across Bury, articulating and delivering the local incarnation of the GM Model of Unified Public Services, ensuring the Voluntary, Community and Faith Infrastructure and wider sector are at the heart of the transformation.
- Lead relations with the Voluntary Community and Faith infrastructure in Bury, to ensure sustainability and promote active engagement within Council initiatives, projects and senior leaders and that of Public Sector Reform partners.
- Strategic leadership for co-production, empowering internal services and Public Sector partners to build co-production into service review, design, development and commissioning, driving towards potential future community commissioning
- Establish and lead an effective strategic planning framework for the organisation to provide insight, co-ordinate research and drive consistency and quality in Bury policies, strategies and plans.
- Develop plans and procedures to raise national, regional and local policy updates across the authority and to wider stakeholders where necessary. This will include providing briefings for senior leadership (officers and Members)
- Strategic lead for development of art, culture and heritage as integral part of local communities, linking local people, assets and resources together at place. In particular accountability for developing and assuring delivering of Bury Town of Culture delivery plans and establishing legacy proposals including cultural strategy and governance for and beyond 2020.
- To ensure the promotion of Bury as a destination for quality culture to drive the Borough's visitor economy and as a key aspect of the Bury Strategy
- Lead the engagement of local people into cultural opportunities as a means of promoting life chances, specifically providing corporate leadership on the Local Cultural Education Partnership.
- Provide corporate leadership for Equalities including developing the Council's Equality Strategy, equality objectives, equality analysis, ensuring the Council's compliance with equalities legislation, providing constructive challenge to services and processes
- Initiate and secure links between the organisation with research partners including academia, policy groups and think tanks
- Actively develop partnerships, relationships and activities that foster collaboration, trust and support for the effective delivery of services. This includes building and maintaining strong working relations with:

- Elected Members to harness support in developing and implementing policy proposals and alignment with the Manifesto of the ruling party
- Colleagues across regional partnerships to keep abreast of latest developments and feed Bury's views into these.
- Local partner leads across 'Team Bury' to ensure synergy in policy development and implementation alligned to the GM Unified Public Services Plan and wider devolution agenda.
- External partners whether delivering specific projects, such as the Thriving Local Economies Pilot, or on policy framework, including CLES/NLGN.
- Prepare and present reports to Corporate Core Management Board and portfolio meetings; produce papers for Cabinet and Council Committees, such as Overview and Scrutiny and Audit Committee; and produce reports and briefings for Partnership Boards on policy developments. Also to Chair respective for a internally and across the Team Bury partnership including on policy development
- Represent Bury on regional/national best practice groups

Where an employee is asked to undertake duties other than those specified directly in his/her job description, such duties shall be discussed with the employee concerned who may have his/her Trade Union Representative present if so desired. (See paragraph 203 of supplemental Conditions of Service)

Job Description prepared by:	Sign:	Date:
Agreed correct by Postholder:	Sign:	Date:
Agreed correct by Supervisor/Manager:	Sign:	Date:



DEPARTMENT FOR CORPORATE CORE SERVICES

STRATEGIC PARTNERSHIPS MANAGER

SHORT LISTING & INTERVIEWING CRITERIA	ESSENTIAL	DESIRABLE
Educated to degree level or with a relevant professional experience	✓	
Experience of working within a political environment providing balanced advice, inspiring trust and confidence on strategic and operational matters	✓	
Expert knowledge of the public sector reform agenda, especially in relation to Greater Manchester and experience of leading developments in this manner.	✓	
Extensive experience in the research, analysis and development of organisational strategy and policy	✓	
Evidence of extensively working effectively and collaboratively with a diverse range of professionals and partners, across organisational boundaries, with a proven track record of in delivering change and improvement	✓	
Evidence of leading innovative transformational change that delivers improved outcomes.	✓	
Experience of managing a diverse service area with complex and competing priorities, whilst supporting and developing employees.	✓	
Excellent organisational and planning skills with proven ability to manage projects and programmes.	✓	
Evidence of leading and developing strategies or initiatives to empower communities.	✓	
Experience in developing, implementing and evaluating robust strategic policy and planning frameworks and providing leadership on these	✓	
Experience of identifying opportunities and presenting creative and innovative ideas.	✓	
Strong and extensive experience of working with the voluntary, community and faith sector.	✓	
Ability to horizon scan, understand the local, regional and national public sector agenda with a track record of giving the appropriate strategic steer for senior officers and councillors.	✓	

A proven track record of working at a senior level, demonstrating organisational culture, values and behaviours in your leadership approach.	✓	
Evidence of leading innovative transformational change that delivers improved outcomes.	✓	
Proven analytical and problem solving capabilities.	✓	
Demonstrable understanding of Bury and its challenges.	✓	
Knowledge of programme and project methodologies and with proven ability to manage projects and programmes		✓