|  |  |  |
| --- | --- | --- |
| **Job Description** | |  |
| StreetGames | **Location:**  North-West  Yorkshire, Humber & North-East  Midlands  Midlands/South  London & South-East | | |
| **Job Title:**  Place Partnership Manager | **Grade/Salary Range:**  PO4 SCP 41 – 44  £48,391 - £52,110 | | |
| **Responsible to:**  Place Director | **Responsible for:**  Place Leads | | |
|  |  | | |
| **JOB PURPOSE** | | | |
| StreetGames is a national sports charity that supports a network of around 1,600 locally trusted organisations (LTOs). Together we support young people and the low income, under-served communities in which they live to be healthier, safer and more successful through sport.  The role of the Place Partnership Manager will work closely with the Place Director, to support the opportunities in place, with key stakeholders and partners and provide management and oversight of key delivery contracts in place. The role will also lead on developing proposals for opportunities that deliver the StreetGames fundraising strategy in place.  The post holder will provide support to the Place Director, by providing leadership on operational management and planning. The post holder will also deputise for the Place Director, at a range of internal and external events, as and when required.  As a senior role in the place team, the postholder will play a key role in shaping the future development of the charity in its respective place. | | | |
| **DESIGNATION OF POST AND POSITION WITHIN TEAM STRUCTURE** | | | |
|  | | | |
| **MAIN DUTIES AND RESPONSIBILITIES** | | | |
| 1. To support the Place Director with the strategic and tactical development and positioning of StreetGames with partners in place. 2. To ensure that the work of other areas within StreetGames including the Network Support Team and those leading on community safety, the holiday gap and workforce is well integrated with the strategic work for place and that LTOs benefit from the StreetGames Offer. 3. To lead on StreetGames’ operational planning for place, including oversight of budget and resources. 4. To establish and maintain strong working relationships with regional and local NGB teams, to create an enhanced range of opportunities for young people. 5. Working closely with the Place Director, to liaise with key partners/funders, across place, to advocate for new Doorstep Sport interventions and support for LTOs. 6. To manage place-based contractual relationships, including budget, reporting and performance. 7. To produce proposals and funding bids that support StreetGames’ strategic approach and fundraising strategy in place. 8. To develop new relationships with key stakeholders in place, that will enable greater levels of innovation and effective scaling of Doorstep Sport. 9. To provide management support and mentoring to the Place Leads. 10. To represent StreetGames at external events, including conferences partnership groups, raising the profile of our work and sharing insight that maintains our role as a sector leader. 11. To lead and participate in a range of cross-organisational working group and work collaboratively in keeping with the StreetGames culture and values. | | | |
| **General Duties** | | | |
| 1. To adhere to existing working practices, methods, procedures, undertake relevant training and development activities and to respond positively to new and alternative systems 2. It will be necessary to work with information technology and associated systems in accordance with StreetGames policies 3. To co-operate with StreetGames in complying with relevant health and safety legislation, policies and procedures in the performance of the duties of the post 4. To carry out the duties and responsibilities of the post in compliance with the StreetGames equity policy 5. To maintain confidentiality and observe data protection and associated guidelines where appropriate 6. To carry out any other reasonable duties and responsibilities within the overall function, commensurate with the grading and level of responsibilities of the post | | | |
|  | | | |
| **SCOPE OF JOB (Budgetary/Resource control, Impact)** | | | |
| The post will have responsibility for delivery, management and oversight of the StreetGames’ network in place, funded programmes, including budget, contractors, stakeholder engagement and programme design. | | | |

|  |  |  |
| --- | --- | --- |
| **PERSON SPECIFICATION** | |  |
|  | |  |
| **StreetGames** | **Job Title: Place Partnership Manager** | |
|  | |  |
| **Qualifications / Education / Training:** | | |
| 1. Educated to degree level or able to demonstrate a level of operation and understanding consistent with degree level.  2. Evidence of on-going professional development | | |
| **Experience & Knowledge** | | |
| **Experience:**   1. Experience of managing a range of projects and programmes involving internal and external partners. 2. Experience or understanding of Doorstep Sport and mobilising young people from under-served communities to be physically active. 3. Experience of working with a range of external agencies and developing partnerships that deliver results 4. Experience of influencing the practise and thinking of partners and stakeholders. 5. Experience of working at a regional level. 6. Experience of developing new partnerships and networks. 7. Experience of developing proposals or funding bids to different funders or partners.   **Knowledge**   1. Knowledge of the respective place landscape, as it relates to young people, sport, communities and deprivation. 2. Legislative expectations on charitable organisations and those delivering in community sport settings relating to safeguarding, health and safety and equal opportunities. | | |
| **Skills and Abilities:** | | |
| **Skills:**   1. Exceptional project management skills, to ensure that projects can deliver on time, within target and within budget 2. Excellent verbal communication skills for presenting, persuading, negotiating, facilitating discussion, resolving conflict and providing clear instructions. 3. Excellent written communication skills, with the ability to produce project plans, reports, proposals and case studies. 4. Strong people management and customer care skills with the ability to make rapid connections with new partners. 5. Excellent networking skills, with the ability to build strong relationships. 6. Excellent teamwork skills with the ability to lead and play a role within a team, including motivating colleagues and team members.   **Abilities:**   1. Able to employ a facilitative style with staff and partners in keeping with the culture of the organisation 2. Able to work independently and as part of a team, when required 3. Able to identify new and innovate ways to develop and grow projects 4. Able to collect, analyse and report on findings of data. Including using findings to inform decision making 5. Excellent administration and organisational skills and to be IT proficient, including effective use of Microsoft Word, Excel, Power-point, Outlook, Teams and other video calling platforms. 6. Able to deal with conflicting and competing priorities and to prioritise workload. 7. Able to work flexibly in response to the needs of an evolving organisation. 8. Able to present a professional image of the organisation with external partners. | | |
| **Work Related Personal Requirements** | | |
| This post will be subject to an enhanced DBS check  The post holder must be able to travel within the designated region.  The post holder will be expected to work some anti-social hours and may be required to stay away from home on occasion (details to be negotiated with line manager). | | |