



Partnerships Manager

Appointment Brief
November 2018

Who we are.

Our Vision

We aim to achieve a 'tipping point' in our neighbourhood - changing the life story for enough children and young people to become positive influencers and drive change for an entire generation, so that the whole community flourishes over the long term.

Our Inspiration

West London Zone was inspired by the Harlem Children's Zone in New York to do 'whatever it takes', working with children and young people for the long term to transform their lives. We co-developed our collective impact model with our community in West London.

Our Values

Collaborative
Local
Evidence-led
Accountable
Relational

Our Mission

We serve children with a number of related, unmet needs, who are at risk of negative outcomes in their lives. We provide long-term, preventative support tailored to each individual child through our partnership of Link Workers, charities, schools, families and other community organisations, so that these children get on-track to flourish in adulthood.

Our Model

We are an early intervention charity. We deliver a 2-year personalised programme to enable children who would benefit from additional support and opportunities to flourish. A West London Zone Link Worker, based in each school we work in, is responsible for every child identified for support and we have a partnership of 32 charities delivering specialist support with us.

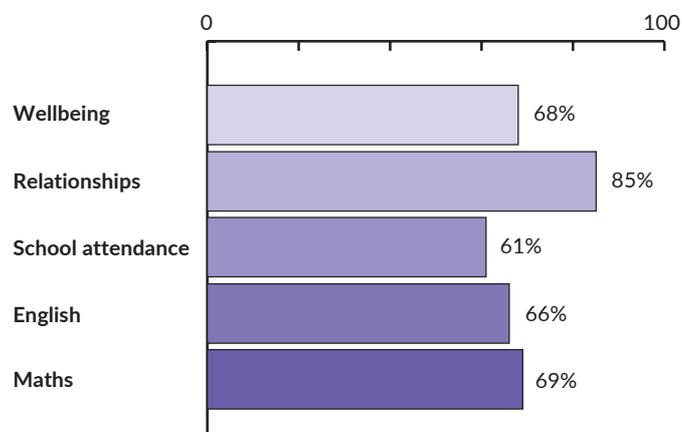
“ We need more brave ventures like West London Zone to prevent there being many more [young people left behind]. ”

Jenni Russell in The Times, April 2018



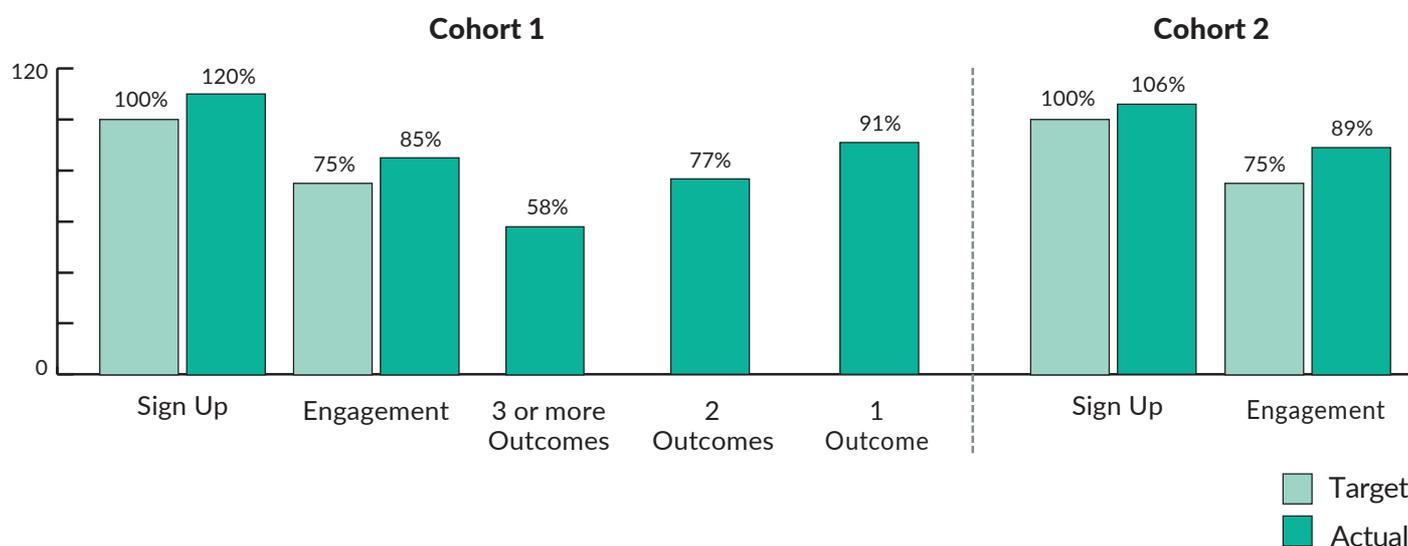
Our most recent results.

% of children who improved/met target in the last year



Collective Impact Bond Payment Mechanism Metrics

We have multiple commissioners who pay us on results for each individual child, based on evidence of intensive engagement with the programme (sign up, engagement) and on achieving progress in attainment levels, attendance at and engagement in school, wellbeing and relationships (outcomes). The graph below shows the results so far - Cohort 1 has completed and Cohort 2 is midway through the 2-year programme.



“West London Zone has worked at a level it is impossible for teachers to work at.”

Oli Knight, Executive Head, Phoenix Academy in the Guardian, August 2018



Our Strategy.

We estimate that approximately 12,000 children and young people in our Zone are 'off track' and need help to get on track to flourish in adulthood. Many of these children and young people are hidden in average school, ward and borough level statistics in our area, which is one of the most unequal in the country, but we have developed a way of finding them and engaging them in our support.

We are still at an early stage of our development, but we have a big ambition and we are starting to fulfil it, growing steadily each year as we prove our model works and raise more funds.

We are currently working with **650** children in **23** schools in two boroughs.

Next academic year, we aim to scale up to work across all four boroughs in our Zone. By 2022 our goal is to be working with 1,300 children in 50 schools. Ours is an intensive long-term programme. We work with each

child for at least two years, and by 2023 we aim for a total of 3,000 children to have completed the full programme. We need to get deep in our place to achieve our aims.

We hope to transform one child's life at a time, and as we enable the children to achieve the outcomes we all aspire to, we are evaluating our wider impact on our place, to determine how many of the 12,000 we need to support so that the whole community flourishes. And we have an ambition that our model is replicated in other urban areas in future.

Role Description.

Title:	Partnerships Manager
Salary:	From £32,000 depending on experience
Location:	West London
Reports to:	Head of Partnerships
Contract:	Permanent
Member of:	2-person Partnerships Team
Annual leave:	25 days plus days between Christmas and New Year (plus 1 additional day for every year of service up to maximum of 5 days).

Purpose of the role

Our partner charities and organisations deliver specialist interventions, both in school and in the local community, which help to drive positive change and development in our children and young people to enable them to achieve better outcomes in life. The Partnerships Manager is a new role created to sit within the existing WLZ Partnerships team to support the current and forthcoming period of significant growth.

We are looking for a Partnerships Manager to develop and manage the WLZ partnership of delivery organisations and WLZ's interaction with networks, community groups and wider stakeholders.

The Partnerships Manager will report directly to the Head of Partnerships and will provide management of the WLZ Partnership as follows;

- To manage the WLZ Partnership and WLZ's interaction with networks, community groups and wider stakeholders to deliver 'whole child' support for better outcomes;
- To develop and manage a calendar of out of school/school holiday Delivery Partner Support, events, experiences and opportunities working closely with Link Workers and Link Work Managers;
- To develop and implement effective internal communication to collect, collate and inform the WLZ team about partners, local networks and services, community groups, events and opportunities.

Responsibilities.

Management and Development of the Partnership

- Manage the WLZ Partnership and WLZ's interaction with networks, community groups and wider stakeholders to deliver 'whole child' support for better outcomes.
- Develop understanding and evaluate the benefit of linking to the child to inform the WLZ Impact Plan.
- Develop and manage a calendar of out of school/school holiday Delivery Partner Support, experiences and opportunities working closely with Link Workers and Link Work Managers.

Developing Partnerships with Social Sector and Community Partners

- Develop creative new approaches to meet new partners, networks, community groups and wider stakeholders and secure their support.
- Manage existing relationships with social sector and community partners, fostering our value of collaboration.
- Meet with potential partners, local networks and community groups and wider stakeholders to present the work of WLZ and utilise engagement opportunities.
- Keep potential and current partners, local networks and community groups updated of our work, both through face-to-face meetings and written updates/reports.
- Positively nurture the relationship with wider stakeholders and other (network) partners to ensure ongoing engagement with WLZ.
- Maintain timely and accurate records on Salesforce for all communication and meetings with partners, local networks, community groups and wider stakeholders.

Planning, organising and coordinating a calendar of events and opportunities

- Scope and identify potential partners, local networks and services, community groups, events and opportunities in the West London Zone geographic area and undertake a comprehensive mapping exercise.
- Develop a WLZ Partnership directory, a map and calendar of West London Zone partners, local networks and services, community groups, events and opportunities.
- Develop and implement effective internal communication to collect, collate and inform the WLZ team about partners, local networks and services, community groups, events and opportunities.
- Work seamlessly with the Link Workers to maximise children and young people's engagement in delivery partner programmes, local networks and services, community groups, events and opportunities.
- Plan and execute West London Zone Partnership events and cross-school opportunities for Delivery Partners, children, young people and their families.

Quality assurance and development

- Ensure all partners are delivering to WLZ partnership's shared goals for children and young people.
- Contribute to the quality assurance process, ensuring quality delivery across the WLZ partnership whilst maintaining a sense of shared purpose and collaboration with partners.
- Further develop and nurture a collective sense of partnership through delivering in-school working and learning groups, including an annual WLZ Partnership event.
- Support the Impact team to develop the WLZ Data System to ensure that the infrastructure is fit for the task of managing performance, while minimising burden on partners.
- Some general administrative office tasks.



Person Specification.

Essential

- Degree level education
- Fluent written and spoken English, with excellent presentation skills
- Experience in a partnership or relationship management role
- Experience of working in a diverse inner city context with communities experiencing high levels of deprivation
- Experience of analysing information and informing service and systems development
- Experience of planning and managing events, projects or programmes
- Excellent interpersonal skills and proven ability to build and maintain relationships with a wide and diverse variety of stakeholders across settings and sectors
- Share the passion and drive of the WLZ team to bring about a new system of support for children and young people in West London
- Self-starting, solutions-focused and willing to 'roll-up sleeves' in a small team
- Flexible and adaptable to changing landscape and evolving organization
- IT competence for producing data reports in a variety of formats
- Able to prioritise time and use initiative to manage workload under pressure.
- Ready to work in a high performance, data-driven culture

Desirable

- A connection with West London and knowledge of the local services and opportunities available
- Knowledge of safeguarding children
- Knowledge of diversity, equality and inclusion

How to Apply.

To apply, please complete the Application Form. CVs will not be accepted.

Applications should be sent to:
recruitment@westlondonzone.org

Please ensure that the first part of your application form, which requests information on your education and employment history, is fully completed. Your supporting statement in the application form should then provide us with information regarding your fit for the job as summarised in the person specification. Should you be invited to interview with the WLZ team, we will ask questions to determine your fit with the WLZ competencies, values and job responsibilities.

Recruitment Timetable

Deadline for applications:
9am Friday 23rd November

Interviews with West London Zone:
Friday 30th November

These dates may be subject to change and applicants will be advised in advance should this happen.

Shortlisting

If you have not been contacted by 5pm on Friday 23rd November you have not been shortlisted. Due to the expected volume of applications, we regret that only shortlisted candidates will receive a direct reply.

