

SOPHIE HAYES

F O U N D A T I O N

Sustainable freedom from human trafficking

Candidate Pack

Partnerships Manager



Thank you for your interest in the role of Partnerships Manager.

Sophie Hayes Foundation is the only independent organisation in the UK that solely focuses on helping women survivors of modern slavery build confidence through coaching and skills development that leads to education, employment, and independence, helping them to achieve sustainable freedom.

Our mission is to reach the thousands of women survivors of modern slavery in the UK today to shape a better future for themselves. We provide coaching and development programmes to remove barrier to freedom, including vocational work placements, internships, volunteer opportunities, training, and formal education.

We are committed to creating a society that views and treats these women with respect, leading to a better society for us all.

Our unique programmes have been designed to support women by sharing essential life skills that will help with confidence building, followed by essential skills development for future employment and education. All of which are important for living independently, finding work, and remaining free.

The Partnerships Manager will focus on our [PartnerUp](#) programme and will be a valued member of the fundraising team to deliver our corporate fundraising strategy and activities, whilst fully supporting the third module of the Employability Programme.

With a focus on securing and managing diverse business partners, across England, through effective and productive collaborations and management of the Partnerships Coordinators to ensure the business sector is actively engaged in all aspects of the Foundation's mission and objectives.

Vanessa Morse

Vanessa Morse

Interim Chief Executive Officer

Our Vision

A society that views and treats women survivors of modern slavery with respect and allows every freed woman to realise her potential, achieve her goals and a better future.

By putting the needs of each survivor at the centre of our activities, we will develop programmes that are relevant and help to remove the barriers to sustainable freedom.

We will be a valued, independent voice and an actor for change, working with the right partners to create the greatest impact.

Our Values

1. **We are courageous**

Inspired by the courage and fearlessness of our survivors, we bravely challenge the status quo, and we work tirelessly for change and a better future for our survivors. We look forward, show personal courage, and go beyond the status quo.

2. **We act with integrity and respect**

Our relationships with survivors, partners and with each other are shaped by deep mutual respect, honesty, and confidentiality. We do the right thing by survivors, and always do what we say.

3. **We are an open and inclusive community**

We think everyone has a valued voice and we work with others (and with each other) to find the right solutions for the best interests of survivors. We work creatively, patiently and invite strong partnerships.

4. **We respond well to change**

We don't stand still, and we face challenges with agility and determination. We are a dynamic organisation that responds to the evolving demands of survivors. We believe that we can all develop and grow to achieve our full potential.

Partnerships Manager

Salary:	£32,000 - £36,000 per year depending on experience
Benefits:	3% contributions to pension scheme of your choice 30 days annual leave (inclusive of bank holidays) Hybrid working: remote and working from a regional office Access to a Mentor via the Lloyds Bank Foundation Additional holiday between Christmas Day and New Year Employee Benefit Scheme
Contract type:	2-year fixed term (potentially permanent thereafter); 5 days per week
Location	Hybrid with travel into London, Liverpool or Birmingham office
Reports to	Head of Development & Communications
Direct Reports:	3

Job Description

The purpose

This role will support the implementation of the purpose, mission, and values of Sophie Hayes Foundation by ensuring all participants referred to the Employability Programme (EP) are supported in their journeys to sustainable freedom through employability and education.

The Partnerships Manager will focus on developing and delivering our corporate partnerships and fundraising strategy with the Head of Development & Communications.

The individual will be a key member of the management team and will manage 3 partnership coordinators to focus on increasing the breadth of our employability programme to offer a variety of placements to survivors and grow income generation through corporate giving.

Key Responsibilities

Corporate Business Development

- Manage the PartnerUp strategy, identifying potential placement and fundraising opportunities.
- Grow business opportunities for fundraising, CSR and awareness raising.
- Stakeholder management to be inclusive and collaborative across Referral partners, Community groups, Faith based groups, Corporate and local businesses, Government entities and Educational Institutes

Management

- Monitor, evaluate and review the success and impact of business placement providers, resolving any issues as they emerge and working to continually enhance the experience and outcomes for all parties involved.
- Support, manage and collaborate with the partnership coordinators delivery across the regions.
- Continuously improve placements through learning from feedback and formal evaluations.
- Manage all relevant KPI's, ensuring correct reporting of programme outputs and outcomes.
- Collaborate with CREW (our Survivor Network) to ensure survivor voices are integrated into ongoing and future placements.

Leadership

- Work with the senior leadership team to develop the PartnerUp strategy.
- Work with the Interim Head of People & Culture to implement strategies for business partner CSR volunteering.
- Work closely with employability programme colleagues to grow survivor opportunities for engagement into workplace placements, internships, and further education through business partnerships.
- Ensure survivors, business partners and volunteers are engaged, motivated and 'have a voice' to influence and shape the PartnerUp design and implementation.

General

- Undertake any other duties as directed by the Head of Development & Communications.
- Ensure highest levels of safeguarding when working with and for survivors.
- Some flexibility may be required to attend events and meeting outside of normal working hours.
- Promote the principles of equality, diversity, and inclusion appropriate to this Sophie Hayes Foundation role.

Experience

- Demonstrable experience of delivering corporate partnerships.
- Proven track record of business development fundraising.
- Management (will expand on this)
- A knowledge of the Modern Slavery sector & trauma-informed practices is desired.

Skills & Knowledge

- Proactively able to research, recruiting, engage, and manage business partners from diverse sectors and organisation sizes.
- Outstanding communication skills and the ability to tailor written and verbal content for a wide range of audiencesl able to display information in a creative way.
- Ability to plan and prioritise workloads and keep to targets under pressure and to deadlines.
- Use of IT, Microsoft packages, and eTapestry or equivalent CRM and web-based technologies.

Qualities & Attributes

- Calm, patient, flexible and adaptable, able to deal with ambiguous/challenging situations.
- Confident and comfortable in a public relations role with great presentational skills.
- Diplomatic, empathetic, and tactful, able to build effective relationships.

The Recruitment Process

How To Apply

Please send your CV and a covering letter explaining why you are applying for this role to recruitment@sophiehayesfoundation.org

The closing date for applications is 9am Monday 9th October.

First interviews: Thursday 12th October

Second interviews: Tuesday 17th October

The people that we work with come from all over the world and have a wide variety of beliefs, experiences, backgrounds. We are committed to sharing in and reflecting this rich diversity amongst our staff, volunteers and trustees and would strongly encourage applicants from minority and under-represented groups.

Additionally, all candidates must provide **proof of the right to work in the UK** during the interview process.

Thank you for your interest in Sophie Hayes Foundation.