

JOB DESCRIPTION

Job Title	Partnerships and Influencing Manager
Reporting to:	Director of Evidence with a dotted line to the Director of the Calouste Gulbenkian Foundation
Department/Team	Evidence
Location	London, with some UK travel
Hours	Part-time (3 days per week)
Salary Band/Grade	£45,000 - £50,000 pro rata
Duration	Fixed term – 1 year

Background Information

About the Centre for Ageing Better

The [Centre for Ageing Better](#) ('Ageing Better') is an independent charitable foundation working to help everybody enjoy a good later life. Ageing Better received £50 million from the Big Lottery Fund in January 2015 in the form of an endowment to enable it to identify what works for a better later life by bridging the gap between research, evidence and practice. Ageing Better is a 'What Works Centre' that is driven by evidence of what works and focussed on change.

We bring about change for people in later life today and for future generations. Practical solutions, research about what works best, and people's own insight are all sources that we draw on to help make this change. We share this information and support others to act on it. We also try out new approaches to improving later lives.

About Calouste Gulbenkian Foundation

The [Calouste Gulbenkian \(CGF\) Foundation](#) is an international charitable foundation with cultural, educational, social and scientific interests, based in Lisbon with offices in London and Paris. The purpose of the UK Branch in London is to bring about long-term improvements in wellbeing, particularly for the most vulnerable, by creating connections across boundaries (national borders, communities, disciplines and sectors) which deliver social, cultural and environmental value.

In 2016, CFG and Ageing Better formed a partnership focused on transitions in later life (TILL). The main focus of the partnership has been funding and evaluating seven pilot group-based interventions aimed at building the resilience and emotional wellbeing of people aged 50 and

over who are approaching the retirement transition. In addition to the pilots, the partnership comprises several other related research projects.

Job Purpose/Mandate

During the final year of this programme, the primary purpose of this post will be:

- To develop, manage and nurture existing partnerships (with public bodies, service providers, policy-makers and employers);
- To design and implement dissemination and influencing activities to maximise the impact of the programme

Specific duties and responsibilities

Reporting to the Director of Evidence (AB), and Director (CGF) and working closely with the Evidence Manager (AB) responsible for the research and evaluation projects, ensure that our strategy for impact is delivered across several priority areas which we have agreed. This will include building relationships, offering support, and delivering projects in the following areas:

- Working with a key partner to spread and scale an example of good practice
- Working with a national partner to support the design and testing of a new support intervention
- Ensure that messages from our evaluation and research activity are integrated into other activity, including Ageing Better's programme on Fulfilling Work

Partnerships

- Maintain the partnership between the two organisations, liaising with colleagues in each organisation and presenting a coherent external approach, as well as (occasionally) representing the organisations individually.
- Maintain and build existing priority partnerships. Add value through strategic advice, projects and other activities.
- Sit on the steering groups of key projects to advise and champion the learning from these programmes
- Develop or maintain relationships with service providers, public bodies, policy-makers and other stakeholders to maximise influence;

Dissemination and influencing

- Input into written reports to ensure messages are clear and effective
- Organising events where appropriate, with support of Ageing Better events team
- Represent Ageing Better/CGF in national media and events as a spoke-person
- Represent the programmes at events and meetings, including with senior policy and other decision-makers in the field.

Collaborative working

- Work collaboratively with research, communication and innovation colleagues in each organisation to deliver the workstreams of the influencing strategy.
- Report and make use of the governance structures in each organisation to ensure organisational and board buy-in and support for the strategy implementation.

Person specification

Criteria	Essential	Desirable	How identified & assessed
Education / qualification and training			
Educated to Degree level (or equivalent level of experience) in a relevant discipline	x		Application
Knowledge / skills			
Excellent written and verbal communication skills	x		Application / interview
Excellent interpersonal skills, with ability to engage stakeholders at all levels and build existing and new relationships	x		Application / interview
Good IT skills	x		Application
Experience			
Experience of leading complex projects with multiple stakeholders	x		Application / interview
Experience of developing and implementing influencing plans	x		Application / interview
Experience of bridging evidence, policy and practice to influence change	x		Application / interview
Personal qualities			
Ability to work independently and collaboratively. Comfortable working in partnership within and across organisations on strategy and delivery	x		Application / interview
Ability to be highly organised, in order to manage and prioritise workload	x		Interview
Ability to take initiative and be creative in solving problems	x		Interview
Commitment to the organisation principles and improving later lives	x		Application / interview