



Job Description

This form summarises the purpose of the job and lists its key tasks. It is not a definitive list of all the tasks to be undertaken as those can be varied from time to time at the discretion of the School, in consultation with the postholder.

Job title: Senior Corporate Engagement Manager

Department/Division: Philanthropy and Global Engagement Division
Accountable to: Sarah Anderson, Director of Corporate Engagement

Job Summary

Are you looking for a role that directly contributes to the betterment of society? To work alongside globally respected experts in diverse subjects such as climate change, data science, sociology, marketing, geography, economics, or politics? To be part of a forward-thinking community where assumptions are challenged, and new ideas encouraged?

This is a key role within the Corporate Engagement team; a relatively new team responsible for developing and overseeing the School's relations with external third parties (businesses, public sector and not-for-profit organisations). You will be a senior member of the team, responsible for building and nurturing relationships with key external partners in order to deliver LSE's [2030 Strategy](#). Your focus will be on driving new relationships with organisations in North America or Asia, as well as working closely with senior stakeholders within the School to increase partnership opportunities and facilitate delivery.

Duties and Responsibilities

Management and Decision Making:

- To establish and nurture key high-level relationships across LSE, with both academic and professional services, to develop and deliver mutually beneficial proposals for the School and the external partner.
- Working closely with the Director of Corporate Engagement, to show leadership in external engagement across the School, collaborating with the LSE Corporate Engagement Network and sharing best practice to ensure business engagement is an integral and valued LSE function.
- To help establish the Corporate Engagement team as a centre of excellence for business relations within academia.
- Provide advice and support to the Director, including on Corporate Engagement's legal obligations, finance, and reporting requirements. Support the Director in finding solutions and new approaches to challenges that hinder the team's ability to deliver.
- Support the Director with team management such as collating requirements for the Corporate Engagement Team's annual budget, helping the team create personal development plans, organising



training sessions, supporting with recruitment, inductions, social events, etc.

Liaison and networking:

- To create long-term strategic partnerships by building effective working relationships with external organisations, higher education institutions and other relevant stakeholders, especially within the geographical areas of North America or Asia.
- To secure external support for the School through a variety of opportunities including: research funding, philanthropic support, events, thought leadership initiatives, scholarships, co-branding and sponsorships.

Service Delivery:

- To work with the Director and Corporate Engagement team, the wider PAGE division, and the LSE's Corporate Engagement Network, to develop and deliver strategic opportunities for engaging and partnering with external organisations.
- To manage negotiations with external partners, including development of proposals and budgets.
- To oversee project delivery, including navigating the legal and contractual elements of the partnership and post-award oversight.

Communication:

Externally:

- To promote social sciences to external audiences, raising its profile and promoting LSE as the leading academic institution in this field.
- To represent the LSE at external events and act as an ambassador for the School at relevant forums and platforms.
- To work closely with the Director to expand LSE's business relations activity on social media channels and related online networks.
- To develop and communicate case studies, presentations, PR content and other materials to promote LSE's business opportunities.

Internally:

- To establish good relationships with the leaders of research centres and academic departments to identify their offers to business and their funding needs. To work closely with key members to develop proposals that comply with the School's ethics and regulations.
- To work closely with colleagues in professional services such as Legal, Finance, Research and Innovation, to ensure smooth delivery of corporate engagement activities.
- To communicate business wins for the School, promoting the benefits of corporate engagement and inspiring others to develop their own opportunities.
- To train and upskill staff across the school on how to get the best out of business engagement to further their aims.



Flexibility

To deliver services effectively, a degree of flexibility may be required in the duties performed in order to meet the exigencies of service. Job roles may also naturally develop over time and ongoing substantial changes to a role will be discussed between line managers and their staff, with job descriptions updated as and when appropriate.

Equity, Diversity and Inclusion (EDI)

LSE is committed to building a diverse, equitable and truly inclusive university. All posts (and post holders) will seek to ensure diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, nationality, ethnic or national origin, religion or belief, sex and sexual orientation, or social and economic background.

Ethics Code

Posts (and post holders) are assumed to have a responsibility to act in accordance with the School's Ethics Code and to promote the principles and values that the Code enshrines. The Ethics Code clearly states that the whole LSE community, including all staff, students, and governors of LSE, are expected to act in accordance with the principles which are set out in the Code. As such you are required to read and familiarise yourself with it. The School's Effective Behaviours Framework is designed to support this Code. It sets out examples for the six behaviours that all staff are expected to demonstrate, these can be found on the following link: [click here](#)

Environmental Sustainability

The post holder is required to minimise environmental impact in the performance of the role, and actively contribute to the delivery of the LSE Environmental Policy.