



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: Business Partnerships Manager

Ref no.:

Department/Division: LSE Advancement

Accountable to: Head of Foundation and Business Partnerships

Job Summary

Work as a member of the Foundation and Business Partnerships team: developing and stewarding relationships with key business partners; and developing funding proposals to new and existing business partners in the UK and globally.

Work with colleagues across LSE to build the School's networks and support from businesses, both in the UK and internationally.

Duties and Responsibilities

Decision making:

- Work with the Head of Foundation and Business Partnerships, the wider Business Partnerships team and internal stakeholders to develop and deliver strategies and best practice for engaging and partnering with the business world.
- Responsible for managing negotiations with business partners, including development of proposals and budgets.
- Oversight of project delivery and identification of any risks or breaks in contractual obligations.

Liaison and networking:

- Build effective, co-ordinated, working relationships with business partners, HE institutions and other relevant stakeholders.
- Secure business support for the School through a variety of methods including: research funding, philanthropic support and sponsorships; and engaging companies in long-term strategic partnerships.

Communication:

- Discuss funding needs with leadership of research centres and academic departments and convey complex information on funding priorities and proposal presentation.
- Express financial and legal information coherently when conducting negotiations with business partners on behalf of academic colleagues and the School.
- Be an external ambassador for the School.

**Service delivery:**

- Work with academic colleagues to assess needs on a case-by-case basis and formulate plans for engagement with the business world.
- Support colleagues in the development, design and negotiation of bids with business partners, ensuring compliance with the funders' terms and conditions and with the School's regulations.
- Participate in training workshops and advice sessions to academics and professional service staff to communicate the benefit and best practice of business engagement.

Note

The LSE has a progressive pay structure that rewards you with annual pay increases up to a certain level as you develop in your role. We also provide for further reward past this point in the form of further pay increases based on exceptional performance.

Flexibility

To deliver services effectively, a degree of flexibility is needed, and the post holder may be required to perform work not specifically referred to above.

Equality and Diversity

LSE believes that equality for all is a basic human right. We actively encourage diversity and inclusion, while opposing all forms of unlawful and unfair discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

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.