*****“Our task is not to put the greatness back into humanity   
but to elicit it, for the greatness is there already.”***

***John Buchan***

**Job Title:** Head of Place Based Partnerships

**Job Base:** Edinburgh & Home working with travel

**Reports to:** Head of Innovation - Interim CEO

**Type of Contract:** Full time, permanent

**Overview of Columba 1400**

At Columba 1400, we challenge, motivate and inspire young people – and the adults around them – to find and release the greatness that already lies within them all. Since 2000, we have facilitated hundreds of sessions that have led to over 10,000 young people and adults exploring and affirming their core values. We do so through our Values Based Leadership Academies – transformational experiences that elicit their inner greatness and create the conditions for personal change, leading to an ambition and commitment to make a difference in their own communities.

# Overall Purpose of Role

Our mission is to create life-changing experiences for young people and the adults around them. We’re determined to support our communities to enable more equality and to create places where everyone, whatever their background, has the opportunity to reach their potential and enjoy a good quality of life.

Our place-based partnerships are *What Matters* *To You* (WM2U) in East Ayrshire and Dundee City and *Family Wellbeing Partnership* (FWP) in Clackmannanshire. The Head of Placed Based Partnership’s role is responsible for supporting these partnerships to achieve their strategic objectives as a key member of the partnership management and delivery team.

These partnerships aim to ensure that all families receive the right support and help at the right time within their own communities. This gives the families the support they need for their overall wellbeing and capabilities so they can flourish.

# Responsibilities

# Strategic Leadership

* Contribute to and support the strategic growth and development of Columba 1400.
* Enable and facilitate positive relationships with new and existing partners, funders, stakeholders and other Third Sector organisations.
* Develop a strategic approach to our growing work in communities: ensuring our work is aligned and contributes to the wider policy context i.e. Place Based, The Promise, Trauma informed, Wellbeing economy and Capabilities approaches.
* Demonstrable ability to respond flexibly and effectively to evolving developments of programme or project delivery at community and practitioner levels.
* Supporting and enabling a culture of learning and improvement.
* Champion a values-based approach across our organisation and our partnerships.

**Programme management, design & delivery**

* Lead, manage and develop values-based leadership academies within the social and community sector, across existing and new partnerships to ensure they have the greatest impact on participants and communities. This includes working across our Family & Children’s Leadership Academies, What Matters To You and Family Wellbeing Partnership.
* Work collaboratively with partners to ensure that the design, content and delivery of values-based leadership delivers on the ambitions and aspirations of the partnership.
* Manage and support an operational team to ensure that programmes are delivered to the highest quality, on schedule, on budget and have systems in place to capture learning and impact.
* Contribute to thought leadership opportunities and ensure that the curriculum of the values-based leadership programmes are relevant and continually updated,
* Quality management – overseeing business operating procedures that provide the best experience for young people and the adults in their lives.
* Liaising with contacts within partner organisations as well as adult participants to arrange meetings, sessions and consent forms as required.
* Support our monitoring and evaluation framework to ensure all data and evidence is captured and stored.
* Overseeing the preparation of information packs and other materials required for the delivery of our Leadership Academies for young people and the key adults in the lives.
* Provide leadership to direct place-based initiatives at a local level.
* Supporting the development of Columba 1400’s Alumni network through events and communication.
* Ability to work in partnership as part of the wider WM2U team to plan, develop, communicate and report progress and learning to the programme’s funders, oversight board and others, as required.

**Core values**

Awareness, focus, creativity, integrity, perseverance and service are the six Columban core values and define our work and approach. They’ve been described as “the essential qualities that others need to see in a leader during the critical moments that can make or break a community.” They’re at the heart of everything we do.

**Person Specification**

**Awareness**

* Demonstrate values-based leadership and have experience of leading high performing teams.
* Have demonstrable experience in the social sector, including at senior level.
* Understand the coaching and facilitation approach in support of people development.
* An awareness of your personal leadership qualities and attributes.
* Have a good understanding of leadership development, policy and the principles.

**Focus**

* Excellent forward planning skills.
* Ability to make decisions and problem solve.
* An effective self-starter and motivator of others.
* Able to maintain high levels of quality in all aspects of work.
* Experience of managing complexity and multiple priorities.

**Creativity**

* Innovative in approaching different challenges.
* Inspiring – leads by example.
* Empowering – enables positive change.
* Flexible and adaptable towards finding solutions.
* Resourceful in overcoming barriers to success.

**Integrity**

* Non-judgemental – focus on the potential not the past.
* Ability to see bigger picture.
* Able to build relationships with partners, participants and volunteers.
* Self-motivated and committed to own professional development and that of others.
* Approachable – open minded and values diversity.

**Perseverance**

* Passionate – committed to supporting young people and the key adults in their lives.
* Solution-focused and proactive approach to tasks.
* Positive attitude.
* Can establish effective strategies when faced with challenges.

**Service**

* Excellent interpersonal skills, able to communicate effectively both verbally and non-verbally to a wide variety of audiences.
* Ability to work flexible hours and travel to events and sessions as required.
* Works well in a team and on own initiative.
* Living the Columba 1400 values.
* Selfless in support of others professional and personal development.
* A champion of potential, fairness and equality.

*The organisation reserves the right to vary duties and responsibilities at any time and from time to time according to the needs of the organisation’s business. February 2022*