

Senior Partnership Manager

Department:

Off Campus Division
Ref: OCD-035/P
2 Year Fixed Term Contract

Salary:

Grade 8
Salary in the range of £44,045 -
£51,034

***Closing date for applications:**

**12:00 noon on Friday 29 January
2021**

Interviews are expected to take place
within 4 weeks of the closing date via
Zoom.

An application form, job description and
person specification can be viewed on our
website: [https://www.bolton.ac.uk/staff-
area/professional-services/about-
hr/vacancies/](https://www.bolton.ac.uk/staff-area/professional-services/about-hr/vacancies/)

or requested by email: jobs@bolton.ac.uk.

Applicants need to be aware that only a
completed application form will be
considered, unless it is specifically indicated
in an advertisement that a CV will be
accepted. Where appropriate, you should
include a list of all publications when
submitting your application. Please ensure
you quote the position reference number on
all documentation submitted.

Candidates must be eligible to work in the
UK, for more information please visit
<https://www.gov.uk/check-uk-visa>.

No agencies.

*Please note, the university reserves the
right to shorten/extend the closing date of
any position where a high/low volume of
applications are received.



Are you interested in developing and leading a portfolio of UK and International Higher Education partnerships? Do you see yourself as someone who can respond to and support University strategy, working with partner and University staff to contribute to the growth of a vibrant Division?

The Off Campus Division of the University of Bolton manages the partnership work of our growing University. As the University rises in the UK HE rankings, the Off Campus Division makes sure that students who study UoB qualifications at one of our valued UK or international partner institutions receive an equivalent quality of educational experience. Our success in developing quality-driven partnerships means that we are expanding, bringing in new team members and leaders to support our increasing range of activities.

You will have relished your experience of developing or delivering collaborative education and looking for the opportunity to lead a significant portfolio of Higher Education partnerships. You will be enthused by the idea of a dynamic work environment and be excited by the challenges of diversity and finding common ground. You will be super-organised, hard-working, digitally literate with great communication skills, ready to roll up your sleeves to tackle tasks - from making the tea (we all do it!) to talking to Senior Managers in large organisations. You must be intuitive, self-aware and approach challenges with a sense of humour, determination; integrity and authenticity. In return we can offer an immersive experience in HE systems and processes, staff development, involvement in research projects and initiatives and of course, training will be given.

Our Senior Partnership Managers provide the leadership for our partnership teams. International travel may form part of your eventual workload and we may need flexibility from you – this is not a strict 9-5 job, but we can promise that no two days are the same and the team that you will be part of will be working with you to develop you and the Division.

If you think you may be who we are looking for, download the detailed job specification and application form from the link to the left and send your application and covering letter to jobs@bolton.ac.uk telling us how you meet the role requirements and what you have been doing that shows your experience in Higher Education, global themes, hard work and being a senior part of a great team.

Prior experience of validation activities throughout the HE levels is important, together with excellent communication and organisational skills. Knowledge and experience of the baseline regulatory requirements and UK quality code, as well as collaborative UK provision are also essential. Experience of International partnership work is desirable.