



Partnership and Activities Development Manager

We are seeking a dynamic and results-oriented individual to drive business acquisition, customer retention, sales performance, and project delivery across Scarisbrick Hall's commercial operations. This role is central to scaling our commercial ventures, enhancing service quality, and delivering strategic growth aligned with our RIVER values.

You will work closely with the Head of Commercial and cross-functional teams to identify growth opportunities, lead strategic initiatives, and ensure operational excellence across departments including Alumni, TCM Sports & Arts, Tuition. You will also play a collaborative role across Theatre, Transport, and Marketing.

What It's Like to Work Here

Scarisbrick Hall School is a leading independent school set within a beautiful 19th century hall and estate. You'll be part of a friendly, supportive team who take pride in serving pupils from nursery through to sixth form in a remarkable setting. You will join a catering team in an environment where your contribution is valued.

This is an opportunity to work in a role that offers structure, stability, and a healthy work-life balance, while still being part of a professional kitchen environment.

What qualities are we looking for?

- Inclusive leadership with a desire to develop teams
- Highly personable with outstanding communication skills
- Actively connected to wide network of local schools and communities.
- Dedication and resilience
- Emotional intelligence and understanding of gaining buy in from multidisciplinary teams.
- Commercial awareness; and sales ability

The package

- **Salary:** £40,000 Plus performance incentives
- **Hours:** 40 hours per week
- **Location:** Scarisbrick Hall School
- **Reports to:** Head of Commercial
- **Contract Type:** Full-time, all year round
- **Benefits:** Discounts on Theatre Tickets, Holiday camps, sports clubs and school fees.

Potential start date: Immediate (subject to notice period)

Key Responsibilities:

Strategic Growth & Business Acquisition

- Lead initiatives to identify and secure new business opportunities across B2B and B2C channels.
- Collaborate with the Head of Commercial to align growth strategies with institutional goals.
- Build strategic partnerships with external organisations and community stakeholders.

TCM Sports Commercial Development

- Lead, develop and inspire your team to deliver amazing customer experience and give parents and school a sense of belonging.
- Strive to continuously improve business performance
- Actively seek to develop capability and knowledge in job role
- Consistently deliver on targets
- Offer regular coaching to help team members grow and develop

Performance Reporting & Innovation

- Oversee the improvement of digital platforms (website, booking systems, CRM, social media) to enhance user experience and engagement.
- Work with the Marketing & Content team to ensure digital assets reflect brand values and drive commercial outcomes.
- Introduce digital tools and automation to streamline operations and improve booking processes for customers.
- Establish dashboards and reporting frameworks to monitor commercial performance.
- Analyse trends and provide actionable insights to inform strategic decisions and present regular performance updates to senior leadership.

Project Delivery & Commercial Execution

- Manage cross-functional commercial projects from concept to completion, ensuring timely delivery and measurable impact.
- Develop project plans, allocate resources, and monitor progress against KPIs.
- Ensure all commercial services meet quality standards and align with Scarisbrick Hall's strategic goals.

Funding & Income Generation

- Identify and pursue funding opportunities, grants, and tenders.
- Lead bid development and manage submission timelines.
- Maintain relationships with funders and ensure compliance with reporting requirements.

Partnership and Alumni Engagement

- Develop income-generating alumni initiatives, including events, corporate sponsorships, and targeted campaigns.
- Maintain and strategically grow the alumni database to support engagement and revenue opportunities.

- Oversee the monthly alumni e-newsletter produced by Marketing, ensuring alignment with commercial objectives.
- Strengthen volunteering and mentoring networks by working closely with the Business and Sales Officer to maximise visibility and engagement with the alumni community.

Essential Skills & Experience:

- Proven experience in strategic growth, sales leadership, or commercial delivery.
- Strong track record in people management.
- Experience working in sports, performing arts or activity camp development.
- Excellent communication, negotiation, and stakeholder management skills.
- Knowledge of project delivery and operational oversight.

Desirable:

- Experience in the education or independent school sector.
- Fundraising or alumni development.

Pre-employment checks:

Scarisbrick Hall School is committed to safeguarding and promoting the welfare of children and young people. All applicants must be willing to undergo appropriate safeguarding checks, including references and Disclosure and Barring Service (DBS) clearance.

If you are looking for a role where your contribution is valued, within a friendly team and a well-structured working environment, we would very much encourage you to apply and look forward to hearing from you.

How to apply:

To apply for this vacancy, please send your CV to:
recruitment@scarisbrickhallschool.co.uk