



JOB SPECIFICATION

Post Title - Partnership and Learning Manager

Responsible To - Chief Executive

Responsible For - n/a

Starting Salary - £35,000 (35 hours per week) plus employer pension contribution

Pension Contribution - Employer contribution of 6% of salary

Contract Period - Fixed term for three years

Probationary Period - Three months

Contract Hours - 35 hours per week

South of Scotland Community Housing is registered at 1 Dashwood Square, Newton Stewart DG8 6EQ.

The SOSCH team operate a home working model, with regular in-person meetings. For this role, some work-related travel is likely throughout Southern Scotland and – less regularly – across the UK and Europe.

SOUTH OF SCOTLAND COMMUNITY HOUSING

South of Scotland Community Housing (SOSCH) is an award winning Scottish Charitable Incorporated Organisation (SCIO) that provides support to rural and urban community-led housing across the whole of the South of Scotland. For us, community-led housing is embedded within a wider culture of community ownership of land and assets, underpinned by Scottish Land Reform legislation, and community-led regeneration. We support communities to appraise and understand localised needs and to identify and deliver solutions that promote longer-term community sustainability and resilience. Our work is focused on project delivery and ensuring that outcomes are targeted towards those most in need.

The team provides lifecycle support to communities throughout the planning and delivery of affordable housing and regeneration projects.

This is an exciting opportunity to become a pivotal part of a small, enthusiastic team and to make a positive impact in communities across Southern Scotland.

<http://www.sosch.org>



Our project work with communities is multi-faceted; we are currently supporting new-build low energy housing, the redevelopment of empty homes, the repurposing of long-term vacant and derelict properties and larger-scale mixed-use community-led regeneration projects. We work closely with partners and stakeholders, including South of Scotland Enterprise, Dumfries and Galloway Council, Scottish Borders Council, Scottish Government, Scottish Land Commission and Community Land Scotland. We engaged in partnership and knowledge exchange across Scotland, the UK and Europe.

The organisation has evolved significantly over the past five years in terms of delivery, growth and ambition. The Board of Trustees adopted a new Business Plan in 2022 which is currently under implementation and SOSCH has been in-grant to the Nationwide Foundation since 2018 and Oak Foundation since 2022. At this stage, the organisation is supporting a significant pipeline of new projects – many of which are at project development stage.

NATURE OF THE ROLE

The Partnership and Learning Manager role will encompass the following key elements:

Mapping and Building Strategic Partnerships

- The work of SOSCH is underpinned by a complex range of partnerships and alliances that operate at a local, national and international level. Many of these partnerships are with community organisations, others with stakeholders, funders, agencies and government. The Partnership and Learning Manager will develop and maintain a mapping of SOSCH's partnerships and target relationships.
- Working with the Chief Executive, the Partnership and Learning Manager will be responsible for partnership and relationship management within SOSCH. This will involve the development of new partnerships and representing SOSCH at events, conferences, etc. This element of the work will require the development of a critical understanding of the work of SOSCH, the community-led housing sector and – in addition – strong communication skills.
- Relative to SOSCH's objective of ensuring more diverse representation across our operations, the Partnership and Learning Manager will work with the team to prioritise and target new strategic partnerships that can help our work target, more accurately, those in greatest housing need.
- SOSCH has a formal funding and outcomes-based partnership with Communities Housing Trust. The postholder will liaise with appropriate members of the CHT to maintain and grow this key partnership and to report on shared outcomes.



Research and Evaluation

- The postholder will lead on SOSCH's research and evaluation to provide an evidence base to support the growth of the CLH sector in Scotland, with a particular objective of providing an enhanced and evidenced understanding of the wider impacts of project delivery. The postholder will work with the SOSCH Management Team and – where appropriate – current funders to define the parameters of these workstreams.
- This work will align to evidencing impacts around key policy objectives such as Net Zero and Placemaking.
- Participation in internal evaluation relative to SOSCH's Theory of Change (monitoring and evaluation framework), programme evaluation, and business plan / growth targets.
- External evaluation of SOSCH project work, including consideration of social and environmental impacts, economic impact, health and wellbeing assessments, etc. This will include further development and implementation of our Social Impact Assessment Toolkit.
- This work will support SOSCH's development of meaningful data collection/analysis to inform a growing evidence base for the impact of CLH to support Scottish, UK, and European research, working alongside SOSCH's key funders and related Learning Partners.
- This may include the production of summary documents and updating/presenting findings to SOSCH staff, board members, partnered community organisations, and other key actors, as required.
- This work may also include the targeting and undertaking of evaluation and research work on a consultancy basis.

Maintaining Knowledge Exchange Partnerships (UK, Europe, Worldwide)

- Knowledge exchange and sharing of best practice relative to community-led housing approaches, delivery, governance and design is important to SOSCH. Organisationally we actively participate in knowledge exchange on a variety of levels. The postholder will engage with the wider SOSCH team and external partners around knowledge exchange and dissemination of best practice – including, where appropriate – creating and sharing Case Studies relative to projects supported by SOSCH.
- Participation in partnership knowledge exchange will be promoted by the Partnership and Learning Manager at a Scottish, UK and European level and will include engagement with other grantees within the grant streams of our key funders.
- SOSCH engages formally in European partnership, particularly relative to the European Community Land Trust Network (of which we are a founding partner) and the Netco project. The Partnership and Learning Manager will lead on SOSCH's input to these partnerships.



Strategic support to Funding Strategy

- The Partnership and Learning Manager will work alongside the Chief Executive and Business Manager in the management of existing funder relationships and targeting of new funder relationships.
- SOSCH currently has long-term relationships with three diverse funders. For each we maintain a Monitoring and Evaluation Framework and related outcomes-based targets, as well as ongoing engagement with a Learning Partner. The Partnership and Learning Manager will support this work.
- In the creation and provision of information to support and evidence the wider impacts of SOSCH's work, the postholder will contribute to funding applications and will work with the team to identify suitable funding opportunities – both around our organisational operation and project delivery.

Working to raise the profile of and policy support for Community-led Housing in Scotland

- SOSCH maintains an ongoing objective around (i) raising the profile of the community-led housing sector, and (ii) securing increased policy and political support for community-led housing in Scotland. This work is also integrated into our funder relationships and partnership with CHT. The Partnership and Learning Manager will engage with the Chief Executive to lead on input to these objectives.
- These workstreams may include political lobbying / building relationships, presenting research and related outcomes, participation in/arrangement of events, participation in Parliamentary group meetings, the giving of evidence to Committee, the development of comms materials/case studies, input to SOSCH's website and/or social media channels and joint communications efforts with other CLH support organisations.
- This work will include engagement with a range of key agencies in Scotland, including Scottish Land Commission, Community Land Scotland, Development Trust Association Scotland (DTAS), South of Scotland Enterprise (SOSE), Scottish Urban Regeneration Forum (SURF), Scottish Empty Homes Partnership and others. It will also involve critical engagement with Scottish Government.
- Since commencing support to the Midsteeple Quarter project in Dumfries in 2018, SOSCH have lobbied for increased policy and funding support to urban community-led housing in Scotland. This work is ongoing and will form an element of the Partnership and Learning Manager's workstreams and wider knowledge exchange.

Supporting Increased Diversity within SOSCH Representation

- Working with partners, SOSCH has identified an objective of increasing diversity of representation across our operational activity. The Partnership and Learning Manager will work alongside the Chief Executive and Governance Subgroup of the Board to create and implement a framework around this issue including relative to Board recruitment.



- SOSCH has also identified an objective of continuous monitoring and improvement around our assessment of localised Housing Need and Demand. This work has an underlying objective of ensuring that we are, wherever possible, reaching those within a community who have the greatest housing need. The Partnership and Learning Manager will engage with the team around this issue relative to HNDA process, approach, data collection and analysis.

CORE DUTIES

The successful candidate will be asked to undertake the following duties relative to the role:

- Developing and managing an agreed workplan, working in consultation with the Chief Executive.
- Mapping of SOSCH partnerships and relationships.
- Development of a research programme to evidence wider impacts of community-led housing delivery, including further development of a social impact assessment toolkit.
- Interviewing, surveying, workshop facilitation, and additional data collection fieldwork (as needed) to undertake research & evaluation projects.
- Communication and engagement with SOSCH network partners at a regional, national and international level to support advocacy and learning.
- Engaging with Chief Executive and Business Manager around SOSCH funding strategy and applications.
- Provision of support to existing Monitoring and Evaluation Frameworks and workstreams with funder Learning Partners.
- Engagement with key agency and policy stakeholders on behalf of SOSCH.
- Identifying and pursuing opportunities for increased collaboration and learning exchanges within European and UK spheres to establish new and productive partnerships.
- Creation of promotional materials, case studies and online content in support of CLH.
- Identification, where appropriate, of further evaluation-based consultancy opportunity.

EMPLOYER RELATED DUTIES

- Ensuring the organisation's Equal Opportunities Policy is followed through in practice in the work of the post-holder;
- Attending and participating in appropriate internal meetings of the organisation;
- Working cooperatively with other staff members and stakeholders;
- Being particularly aware and responsive to the needs of the organisation's Trustee Directors and member organisations where appropriate;
- Complying with the monitoring and recording requirements of the organisation for the purposes of accountability.

No Job Description can be entirely comprehensive and the post holder will be expected to carry out other duties from time to time that are commensurate with the above responsibilities and determined by the Chief Executive. The role and nature of this post also has the capacity to be shaped and developed, over time, by the postholder in consultation with the Chief Executive.