



JOB DESCRIPTION

Role:	Business Development Manager
Location:	Bristol & West of England
Contract:	Full time, permanent
Salary:	£35,000 - £40,000 depending on experience and potential

YTKO supports individuals and businesses from pre-start-up through to maturity, via a range of different brands for the various key stages of business growth. We deliver highly successful funded services across the country, helping individuals to start businesses and access start-up finance, helping established businesses grow through improved access to money and markets, and creating jobs and bolstering local economies. We also deliver growth support, finance and marketing services on a commercial basis working with a range of public, private and third sector partners.

We are looking to appoint a Business Development Manager to join our Building Growth South West team to work on an exciting new project to support the development of skills and innovation in the construction sector.

Overview of Role

This Business Development Manager role will be working as part of the Workforce for the Future programme, which is delivered by YTKO through Building Growth South West, in partnership with the West of England Combined Authority. This role is part funded by European Social Fund and the West of England Combined Authority. Our project partners are MOBIE and The Bristol Housing Festival who will be working to deliver training and skills to benefit local SME trades.

The successful candidate will be working on [Unlocking MMC for SMEs](#) which aims to address skills gaps for traditional SME builders in relation to Modern Methods of Construction (MMC). The role is pivotal in the increasing trend for housing being built using modern methods, helping to address the knowledge gap within the industry. A key objective for the role is engaging construction businesses with the project along with key stakeholders from across the sector, specifically the built environment.

You will help to coordinate our network of partners to raise the profile of the project across the West of England region. You will need strong leadership skills, as well as the drive and vision to make the project a success. You should be an excellent communicator, able to work with individuals and businesses from a range of backgrounds including those who are hard to reach.



European Union
European
Social Fund



Key Responsibilities

Working with a small team you will be required to undertake the following duties:

- Building and managing relationships with training providers, delivery partners, funders and construction employers to support delivery of the project
- Attend and speak at promotional events to engage stakeholders and potential learners as well as at supply chain workshops
- Ensure that training delivery by our project partners is of a high quality
- Support the Programme Director to prepare claims and deliver the project governance
- Act as a role model to other members of the team, supporting them and providing expertise and guidance where appropriate
- Proactively develop efficient, trusted and effective working relationships at appropriate levels across a wide range of public and private sector partners and stakeholders, particularly with key partners, representing the project at relevant forums and meetings
- To consistently deliver excellent client service to funders and partners. We are a new provider in this area and therefore the excellence of our quality standards and building of a strong reputation is of great importance
- To proactively seek to add value to the service, our clients, funders and partners in addition to the wider YTKO organization.

Please note the Business Development Manager may also be called upon to complete a range of other duties for YTKO, as reasonably required.

Essential Attributes

You will need to have first class interpersonal, communication and influencing skills, together with professionalism, confidence, articulacy and enthusiasm in equal measure. You'll need to be a creative thinker, entrepreneur with a can-do, collaborative approach, with an approachable manner to help build successful relationships.

As the Business Development Manager, you will have demonstrable analytical skills with negotiation skills and expertise. These will be underpinned by the ability to put yourself in the shoes of the prospective client and understand their business context, needs, challenges, risks and goals.

Our ideal candidate will have excellent written and spoken English with confident presentation skills and be computer literate.



You will need to be highly organised, pay great attention to detail with a meticulous and disciplined approach to developing, tracking and following up opportunities with the ability to turn them into long-term relationships. Experience using Daylite or a similar CRM system is essential.

Goal-driven, focused with the ability to self-motivate, you will play a key role in the team. Able to overcome challenges and manage the pressure of working in a fast-paced, entrepreneurial and innovative organisation.

Candidates with experience of working with our key target groups will be at an advantage. These include:

- Tier 1 construction companies
- Public sector bodies and funding programmes such as the European Social Fund
- Regional organisations working with existing businesses with ambitions to grow or start-up companies and sole traders

Knowledge of the construction or skills landscape, particularly across the West of England would be beneficial, as well as an understanding of employment and skills or social value plans. A clean driving licence and the ability and willingness to travel is essential.

If this sounds like you, please complete our application and Equal Ops forms using the Apply Online Button on the website. The closing date for applications is 5pm Tuesday 14th June.

YTKO has a strong value set to which all our team have contributed to and demonstrate on a daily basis. We welcome applications from all candidates fulfilling the job requirements, regardless of race, age, gender, sexual orientation, religion or disability, firmly believing that a diverse and inclusive team, underpinned by a great, flexible culture, is fundamental to our success.

