

POSITION: Networks Manager
LOCATION: Sunderland office
TYPE: Permanent

THE ORGANISATION

RTC is an independent and highly successful organisation. Whilst originally founded in North East England, RTC now works with businesses across the Northern Powerhouse to innovate, compete and grow, thus helping to create more and better jobs for the regions in which we operate.

The company has been a regional focus for innovation, competitiveness and growth since being founded in 1989 and today has offices in Sunderland, Leeds and Daresbury (North West).

RTC currently delivers government and European funded business support programmes including Enterprise Europe Network, Innovate2Succeed, Designing Better Business and NHS Innovations North. RTC also supports the skills agenda and has launched a short course business masterclass programme and is working with schools to promote Science Technology Engineering and Maths.

In April 2016, RTC moved to new larger premises in Sunderland, which is also home to co-located industry clusters, the North East Process Industry Cluster (NEPIC), Health Network North, the North East Automotive Alliance (NEAA), Design Network North and Service Network. The vision is for the new premises to be a regional hub for innovation, business support and professional services and we are now able to offer high quality training facilities and conference space.

Service Network: In May 2016, RTC acquired Service Network - the only independent voice of the service sector in the North of England. An action orientated membership organisation, Service Network's aim is to provide a stimulating environment for ambitious businesses, both large and small, to learn, grow and prosper. Currently the network has around 60 members, which is made up of a mix of service companies large and small that are mainly based within North East England.

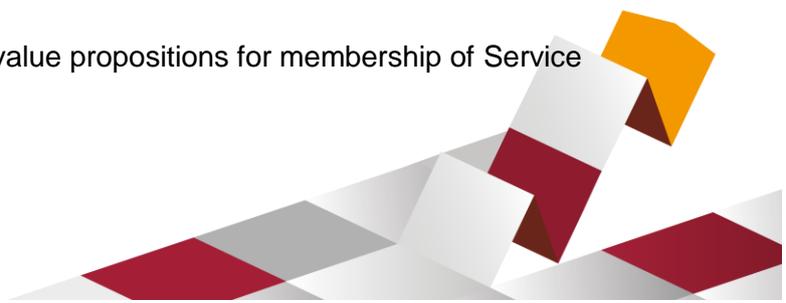
Design Network North: RTC runs Design Network North (DNN) which is focused on increasing the contribution that design makes to the economy. Members are both creative businesses who offer design services, as well as commercial organisations who use design within their business. Members are able to network with like-minded individuals through monthly Rise & Design meetings, as well as benefit from a range of support offerings. Currently the network has around 100 members. These are mainly based in the North East, though the network is starting to build a membership base, and run events, in both the North West and Yorkshire.

THE POST

The primary objective of this post is to manage and lead the growth of Service Network and support the growth of Design Network North. Key to this position will be to develop a programme of high quality events for Service Network and to sell the benefits of membership to potential clients. In addition, we would like the post holder to work with the DNN team to both retain their current membership and growth the network. The Networks Manager will be supported by RTC's in-house finance, marketing and events team to ensure that the two networks operate profitably and that they are embedded within the wider company.

Specific responsibilities include:

1. Defining, developing and delivering compelling value propositions for membership of Service Network and Design Network North



2. Growing the revenues associated with both Design Network North and Service Network through:
 - Building membership subscription income by working with the RTC marketing team, as well as with other RTC teams who are engaging with businesses, to promote the networks and to recruit new members
 - Identifying opportunities to generate additional revenues through advertising, sponsorship, events, additional services, etc.
 - Retaining members and ensuring that subscription renewals are billed on time and collected within the due date
3. Developing and delivering a range of membership services, including regular networking events, to ensure that members feel that they are deriving value from their annual subscription
4. Developing and maintaining strong relationships with both members and other stakeholders
5. Building and managing member-led Advisory Board for Service Network.
6. Working in partnership with the finance and administration team to ensure that member records are up to date and that membership subscriptions are billed and collected in time
7. Working as part of the wider RTC team to identify opportunities to refer members of Design Network North and Service Network to other programmes and commercial offerings delivered by RTC

THE PERSON

We are looking for an excellent communicator who is confident, target focused and able to bring together and facilitate active networks of both design-oriented businesses, as well as professional services companies. The candidate will already have an established network within North East England and can hit the ground running selling membership subscriptions and renewals and building excellent client relationships from day one. We are looking for candidates who can bring energy and enthusiasm to both a vibrant design network, and a professional services network which, at one point, had over 300 members and was one of the most recognisable and well run in the North East region. Previous experience of running a network, cluster group or membership organisation would be desirable, but is not essential.

The post holder will need to be familiar with Microsoft Office and be keen to promote the project through social networks and at third party events

THE PACKAGE

RTC is a dynamic independent technology transfer company. Its' ambition is to expand its offer and excellent reputation for delivering high quality projects across the North of England. Joining RTC at this exciting time affords an unparalleled opportunity to make a difference and be part of the economic growth of the North.

The post benefits from flexi time, a generous holiday entitlement and contributory pension.

HOW TO APPLY

If you feel you have the necessary skills and experience to undertake this role, please forward your c.v. and letter of application, confirming current salary and benefits package to:
personnel@rtcnorth.co.uk

If you require further information about this role, please contact **jamie.ollivere@rtcnorth.co.uk**



