JOB DESCRIPTION

Job Title	Sustainable Funding Business Partner
Reports to	Head of Sustainable Funding & Pricing
Job Purpose	The Sustainable Funding Business Partner supports the financial sustainability of our homes by reviewing current fee structures, validating commissioned hours, and producing accurate costings. The role identifies funding gaps and works collaboratively with internal teams and funders to secure fair and sustainable fees.
Key Deliverables	The Sustainable Funding Business Partner will be responsible for reviewing existing fee arrangements across the portfolio and assessing commissioned hours using the Rota and in-house systems. They will compare current funding to today's market rates, identify significant variances between actual costs and current fees, and negotiate fee uplifts with funders where necessary.
Key Accountabilities	- Review existing fee arrangements as requested - Collect and validate commissioned hours - Liaise with various internal teams to confirm accuracy of data. - Build detailed costings based on confirmed hours. - Compare costings to current fee levels and identify variances - Engage with funders to realign the fee. - confidently escalate or log a formal complaint with funders if engagement is not forthcoming, ensuring appropriate next steps are taken - Support Head of Sustainable Funding with Fee increases

PERSON SPECIFICATION

Knowledge and Experience	- Proven experience supporting fee negotiations - Advanced Excel skills and confidence with data tracking tools. - Meticulous attention to detail and strong organisational skills. - Ability to work independently and collaboratively within a team. - Clear, professional, written, and verbal communication skills. - Demonstrated ability to manage multiple tasks and deadlines. - Experience handling confidential and sensitive information appropriately - Previous use of shared mailboxes and responding to internal/external queries.

Being brave
We are creative and confident, empowering the people we support and our teams to achieve amazing things

Having fun
We get the most out of every day and celebrate our achievements and success

Making things happen
We get the most out of every day and celebrate our achievements and success

Valuing everyone
We value the unique talents of every individual and work together to help everyone achieve their full potential