Interim Affiliate Outreach Champion

Reports to: Conservative Policy Forum Voluntary Director
Duration: One year (renewable) with a review at three months
Nature of Role: Voluntary

Background:
The Conservative Policy Forum is the Conservative Party's in-house membership think tank. We work to develop the policy potential in our membership, and translate that to our Leader, our Shadow team, and into general right-wing thought leadership.

We want to broaden our collaboration with the organisations, groups and networks within the Conservative Party. By developing deeper connections, we can widen participation in CPF's work, draw on additional expertise and identify opportunities to work together.
You will be joining a small and passionate leadership team working to revitalise the party's membership policy formation, specifically through designing and delivering online topical events.

CPF is run by volunteers for volunteers, and these are voluntary leadership roles in the voluntary grassroots Conservative Party.

Purpose of the voluntary role:
The Affiliate Outreach Champion will lead CPF's outreach and network development with affiliate organisations and other groups within the Conservative Party.

The role will involve building and maintaining relationships, understanding each group's interests and priorities, and identifying scope for collaboration on a case-by-case basis.

Working with the CPF Management Team, you will translate opportunities for collaboration into joint initiatives that both support CPF's activities and offer value to the organisations involved.

Core Deliverables:
As CPF Affiliate Outreach Champion you will be responsible for:

- **Outreach and Network Development**
  - Identify and map relevant affiliate organisations, Party groups and networks, establishing priorities for engagement with the CPF Management Team.
  - Build and maintain relationships with key contacts, acting as CPF's principal liaison for affiliate outreach.
  - Develop a clear understanding of each organisation's interests, expertise and activities, identifying where these connect with CPF's policy work.
  - Maintain regular contact with the network and keep an up-to-date record of relationships, discussions and opportunities.

    - Explore opportunities for collaboration on a case-by-case basis, including policy discussions, consultation contributions, joint events and other shared activities.
    - Develop proposals with prospective partners, setting out the purpose, mutual benefits, responsibilities and resources required.

This role would suit a proactive, personable and organised individual who enjoys building and maintaining relationships. You should be comfortable initiating conversations, following up consistently and exercising judgement. Experience of stakeholder engagement, partnership development or previous work with one of the Conservative Party's affiliate networks would be desirable.

Key Performance Indicators (3-6 months):

- Affiliate Outreach Plan agreed with the CPF Management Team within three months, identifying priority organisations and engagement objectives.
- Active relationships established with at least six relevant organisations, groups or networks within six months.
- At least two suitable collaboration proposals developed and presented to the Management Team within six months, with at least one agreed initiative underway.
- Monthly progress updates provided, covering engagement, emerging opportunities, agreed actions and outcomes.