

# Partnerships

Establish, build, and coordinate relationships with partners.

## Roles and responsibilities

Identify potential potential partners:

- Research organisations that align with ActSEA's mission and values
- Identify potential partners from ActSEA's existing networks, with the Networks Team

Work with respective teams to develop strategic relationships with identified leads:

- Conceptualise strategic aims
- Contact and communicate with identified leads
- Formalise relationships through memoranda of understanding (MOUs) or partnership agreements, with the Legal Team
- Monitor progress towards objectives described in MOUs/agreements, and follow up as needed

Engage partners:

- Ensure partners are acknowledged on ActSEA's website and collateral
- Publicise partners on ActSEA's communications channels, with the Public Engagement Team
- Respond to partners in a timely manner, with respective teams
- Manage disputes where and as necessary

Develop capacity to manage relationships with leads and supporters:

- Develop and maintain a relationship management database to track partner information and activities, with the Networks
- Team Train team members to use the database

Department	<div><div></div></div> Communications
Purpose	Establish, build, and coordinate relationships with partners.
Status	<div>COMPLETE</div>

### Apps

-  Partnerships