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# Example of Relationship Director Job Description

Our company is growing rapidly and is hiring for a relationship director. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for relationship director

* Identify new technology partners and consistently uncovers new partner opportunities
* Responsible for leading the end-to-end renegotiation of agreements with partners as they expire (including midterm addendums designed to provide performance based incentives) while also leveraging the firm’s resources to bring those agreements to fruition
* Partner with tech development team to ensure necessary tools are created that are integral to selling of CPS and other bank services through reseller channel
* Communicate with a portfolio of Institutional clients on all aspects of their relationship with Russell
* Build strong relationships with clients through regular meetings and social events
* Develop new business across Russell’s services from existing clients
* Receive reports of daily issues and track resolution and long term mitigation
* Create agendas and facilitate weekly meetings, coordinate Vendor schedules for print production and on-site auditing, maintain list of all SLAs that the vendor is contractually obligated to
* Collaborate with Vendor resources on Lean/Six Sigma initiatives and problem solving sessions
* Serves as the escalation point of contact/ liaison to ensure appropriate information exchange

## Qualifications for relationship director

* Ability to set and define strategy
* Thorough knowledge of investment markets and of the investment management and pensions industry in the UK and other markets including regulatory regimes
* Ability to command respect from senior contacts at client organisations
* Candidates with a CFA/IMC or other finance related professional qualifications are preferred
* Involves formulating the account plans for the relationships, in line with strategy, and making sure they are executed across product and geographies
* Development and execution of strategies necessary for the acquisition of new customers and to identify new business opportunities with existing customers