

Job Title:	Director of Sustainable Business
Department:	Sustainable Business
Salary:	£80,000 upwards, depending on experience

Role Profile

Purpose

Bioregional's award-winning Sustainable Business team supports our clients to develop innovative and practical solutions that enable them to transition to a net-zero carbon, nature positive and sustainable future.

The projects delivered by the team sit at the forefront of sustainability for businesses and organisations, helping clients and partners to understand their challenges, develop strategies and solutions that address them, and most importantly implement them over a number of years.

As the head of department, you will lead our growing team of highly skilled and technically capable sustainability professionals in a varied role that combines project delivery, business development, strategy, and organisational strategy and governance as part of the Bioregional's Leadership Team.

The Director of Sustainable Business will ensure that we offer high quality and relevant services to our clients and partners which includes:

- Creating and implementing sustainability strategies and action plans,
- Sustainability monitoring and reporting including GHG accounting,
- Research to inform the development of sustainable product and materials guidelines, policies, and action plans.

The Director of Sustainable Business develops long-term partnerships with our clients and partners based on our current service offer while also looking at complementary services we can offer either in-house or through working in partnership with others. The Director of Sustainable Business will also work closely with the Chief Executive to seek new opportunities to expand Bioregional's work to increase our scope and scale of impact.

Scope

You will act as project director for between five and seven strategic projects at any one time, taking responsibility for the delivery of high-quality outputs in the areas of:

- Carbon footprinting and science-based net-zero strategy,
- Corporate sustainability strategy, governance, reporting and implementation,
- Sustainable products: life cycle thinking, responsible sourcing, circular economy.

This role will oversee the delivery of colleagues' work across a varied portfolio of projects, working alongside senior team members who will also undertake oversight of several strategic projects, including account management and quality assurance. Together, you will inspire our ambitious junior consultants, helping them to deliver high-quality outputs and to develop their skills.

You will also contribute to Bioregional's growth and impact by helping to win new projects and develop our service offering in line with the strategic objectives of the team and Bioregional's charitable objectives.

The role will involve occasional UK-based travel.

Seniority

You will be part of the Leadership Team and will oversee all aspects of the running of the Sustainable Business Team.

You will oversee the development of the team's annual and longer-term strategies, making sure that these align with the objectives of the organisational strategy that you will have been part of developing.

Skills and attributes

As the senior point of contact for high-profile clients you will be professional, friendly, and able to think on your feet. You will possess good presentation and communication skills and have a proven track record of building and managing stakeholder relationships.

You will have the ability to oversee complex research and technical deliverables, making sure they are delivered in an understandable way to clients.

As a team leader, you will be able to generate ideas, inspire and develop colleagues, and oversee the production of high-quality work.

You will have a strong belief in the urgent need for transformative solutions for the climate and ecological emergency and be committed to creating and implementing these solutions through your professional work.

Duties and Key Responsibilities

		%
1	<p>Project delivery</p> <ul style="list-style-type: none"> <input type="checkbox"/> Oversee, work on, and support the delivery of a portfolio of around five to seven projects at any one time, including taking the creative, problem-solving approach with clients that Bioregional is known for, alongside quality assurance, budgeting, client relationships, team resourcing, and performance. <input type="checkbox"/> Maintain a lighter touch oversight of the work of senior team members who are taking responsibility for other projects and clients within the team. <input type="checkbox"/> Offer technical support where appropriate 	35%
2	<p>Business development and relationship management .</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain client relationships with key clients. <input type="checkbox"/> Develop and convert new leads to strategically expand our work. <input type="checkbox"/> Maintain and implement a clear sales strategy for the team in collaboration with the CEO and senior team members. <input type="checkbox"/> Horizon scan for opportunities and act on these. <input type="checkbox"/> Grow the team's revenue at least in line with the growth in the market <input type="checkbox"/> Attend and contribute to conferences, networking events, and seminars. 	35%
4	<p>Team and line management</p> <ul style="list-style-type: none"> <input type="checkbox"/> Overall management of the team; currently 12 staff members. <input type="checkbox"/> Oversee all recruitment, growth, and development in the team. <input type="checkbox"/> Support and inspire the team and oversee the team's resourcing, performance, impact and wellbeing. <input type="checkbox"/> Line management of three staff members. 	20%
5	<p>Personal and professional development</p> <ul style="list-style-type: none"> <input type="checkbox"/> Attending internal and external seminars, conferences, and training to develop technical knowledge and industry exposure. 	5%
6	<p>Organisational administration</p> <ul style="list-style-type: none"> <input type="checkbox"/> Maintain a half-hourly timesheet each month. <input type="checkbox"/> Take part in team activities. 	5%

Skills and experience

We acknowledge that no one will ever meet all the requirements for a role, so if you think this role is right for you then we would love to hear from you regardless of whether you meet all the criteria below.

Criteria	Desired	Pluses
1. Skills and abilities	<ul style="list-style-type: none"> <input type="checkbox"/> Proven program management skills and experience. <input type="checkbox"/> Ability to work under pressure and meet deadlines independently and as a team leader. <input type="checkbox"/> Clear communicator –comfortable with presenting to senior stakeholders of clients and at conferences. <input type="checkbox"/> Ability to trouble shoot efficiently and effectively <input type="checkbox"/> Team worker - demonstrating and encouraging open communication, co-operation and the sharing of knowledge and information 	<ul style="list-style-type: none"> <input type="checkbox"/> Experience with CRM and PSA systems.
2. Knowledge	Understanding and experience in some of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Sustainability strategy and reporting, <input type="checkbox"/> Circular economy and products, <input type="checkbox"/> The retail sector 	Understanding and experience in some of the following: <ul style="list-style-type: none"> <input type="checkbox"/> Carbon footprinting, <input type="checkbox"/> Sustainable products certification,
3. Education and qualifications	<ul style="list-style-type: none"> <input type="checkbox"/> Demonstrable experience and achievements in this sector at a senior management level. 	<ul style="list-style-type: none"> <input type="checkbox"/> Qualified in specific skill sets such as corporate reporting, carbon footprinting, staff engagement, or behaviour change.
4. Experience	<ul style="list-style-type: none"> <input type="checkbox"/> Ten-plus years of relevant professional experience <input type="checkbox"/> Evidence of successful business development through creating and converting new leads and growing work with existing clients. <input type="checkbox"/> Developing and implementing business strategies <input type="checkbox"/> Managing a diverse team of ten plus; mentoring and coaching the team and supporting their professional development whilst keeping them on target and productive <input type="checkbox"/> Knowledge gained within the sustainability sector 	<ul style="list-style-type: none"> <input type="checkbox"/> Consultancy experience

5. Sustainability

- Personal commitment to the environment and sustainable living.
- Commitment to the aims and objectives of Bioregional.