

# Tender for **Climate and Sustainability** **Community Business Lead**

[Power to Change](#) is an independent charitable trust that supports community businesses in England, endowed by the National Lottery Community Fund. [Our vision](#) is 'powerful communities, better places'. We want to back people to build successful community businesses for the benefit of their local places.

The main responsibility for this role is to provide support and guidance to Community Business Connectors (CBC's) in relation to their work helping Community Business leaders to understand and define their **climate and sustainability** needs as part of the capability strengthening programme [Powering Up \(PUP\)](#) .

PUP aims to create the space for community business leaders to reflect on organisational needs and provide access to support and unrestricted funding to work through them. The initial phase of the programme focused on community businesses looking to learn how digital skills could help their business develop and grow. The current phase will be focusing on climate and sustainability, in addition to digital. Integral to these themes and the Powering Up programme are equity and inclusion, and ensuring resources are focused on those who need them. The Powering Up programme will run until 2025 and will support around 200 community businesses.

[Community Business](#) can be any type of business that trades products and services such as shops, transport, farms, hubs, pubs, or leisure centres, run by local people for the benefit of the local community. There are [four CBCs](#) supporting the Powering Up programme. Their role is to provide consistent support across the length of the programme, helping to create space, and guide community business leaders to explore organisational and professional development needs, co creating support plans, and helping to connect them with the right support provider and further resources.

The Climate and Sustainability Lead will be responsible for:

- Supporting the Community Business Connectors to interpret and build an understanding of the climate and sustainability needs and priorities of community businesses they are supporting
- Support Community Business Connectors to work alongside Community Business to develop clear service requirements to meet these needs and priorities
- Based on these requirements advise the Community Connector and Community Business on what support would be a good fit for the Community Business and help create appropriate briefs
- Briefing about UK Net Zero targets and potential impacts on Small and Medium Sized Enterprises (SMEs) and Community Businesses in particular.

We expect to recruit a team of up to three Climate and Sustainability Leads to work within the Powering Up delivery team. This support is focused on helping and strengthening the capacity of CBCs to help community businesses identify their climate and sustainability needs and priorities and advise them on action plans and any further support required.

We anticipate applicants for the Climate and Sustainability Leads will broadly fall into three sustainability areas. However, we welcome applicants who bring additional skills that are not listed below.

- Climate action and behaviour change
- Energy efficiency, production, and storage
- Sustainable/regenerative business models and practice

## About the role

The Climate and Sustainability Lead roles are being recruited as part of the pilot of a four-year capabilities strengthening programme. This pilot activity

has been identified through a user centered design process. The pilot will consist of working with the initial cohort of 20 grantees over 12 months.

The Climate and Sustainability Leads will work collaboratively with the team of 4 Community Business Connector(s) each working with a caseload of approximately 5 grantees from this round. We envisage that you will be working closely with CBCs to review the climate and sustainability support needs and priorities put forward by successful applicants to the Powering Up Programme. This will involve providing your advice and expertise during aspects of their organisational reviews with CBCs and helping support the subsequent planning activity that will take place over the first four to six months, followed by a smaller amount of regular ongoing support to CBCs as they continue to support the cohort to realize plans.

The Climate and Sustainability Leads will join and be supported by the Delivery Team (CBCs, Power to Change staff) and together they form a community of practice where resources, knowledge and insights can be shared and reused and play an active role in further refining and strengthening the programme.

## Time commitment

	<b>Days (7 hrs)</b>	<b>£350 (exc. VAT)</b>
Onboarding - introduction PtC, Connectors and Climate Lead team	2	700
Direct support time with connectors (based on expected number of community businesses on the programme)	21	7,350
1.5 hour a week team collaboration (over 12 months)	11	3,850
	<b>34</b>	<b>£11,900</b>

We envisage approximately 2 days of on-boarding to the programme and getting to know the Community Business Connectors and collaborating on working practices. With an expected 21 days of support for each CBC with a caseload of up to 8 grantees. We will also include approximately 1.5 hours' worth of collaboration time per week to work within the community of practice. We envisage 34 days work at date rate of £350 excluding VAT. We do not expect the Climate and Sustainability Leads to travel.

## Overall Timeline

<b>Application window</b>	25 July – 12 September 2022
<b>Interviews</b>	26 and 27 September 2022
<b>Contracting process starts</b>	3 October 2022
<b>Contract work period</b>	October 2022 – September 2023 (Scope to extend in accordance with relevant government regulations)

## Key responsibilities

- Build working and trusted relationships with Community Business Connectors
- Contributing to and assessing information from our Community Business Review process to determine key climate and sustainability needs and priorities within the business
- Encourage the development of a collaborative 'team' approach to support businesses to become more sustainable
- Introduce tools, methods and approaches to strengthen the process to develop climate and sustainability solutions for community businesses
- Provide guidance around climate and sustainability needs and identify suitable solutions and/or partners to support community businesses to meet those needs

- Encourage an organisation wide approach to understanding sustainable business model and how it fits within the wider business model / strategy
- Contribute to programme reflective/retrospective sessions to provide learning and input into future iterations of Powering Up
- Work within and contribute to PUP's evolving equity and inclusion approach
- Briefing about UK Net Zero targets and potential impacts on SMEs and CBs in particular

### Skills and experience required

- Comprehensive understanding of climate and sustainability issues affecting businesses
- Experience of developing holistic climate and sustainability strategies and action plans
- Experience of working in diverse cultures and communities and a practical understanding of how social exclusion and economic marginalisation impacts climate change within diverse communities
- A high-level understanding of approaches to move businesses towards more sustainable business models.
- Experience of supporting organisational reviews and creating effective project briefs to meet environmental sustainability needs of community businesses.
- Experience of providing consultative work and holding a varied caseload across a range of organisations of various sizes.
- Experience of engaging group facilitation (online and face to face)
- Experience of using coaching practices to support others

- Experience of working with Community Business/social enterprise, wider voluntary sector orgs
- Ability to collaborate with others to produce well structured, analysis, solutions and recommendations
- Strong interpersonal skills with the ability to build rapport and trust
- Ability to work with high levels of autonomy and ability to adapt to emerging needs.
- Knowledge of the broad ecosystem of sustainability consultants
- Practical experience of implementing climate and sustainability measures is welcome

### What you will gain

- Grow your network through exposure to the diverse and growing community business market
- Working as part of a welcoming and dynamic team of professionals with strong skills sets in community engagement, business development, diversity equity and inclusion and knowledge of the community business sector
- Experience using sociocracy, as a method to deliver the programme.
- Opportunity for shaping the programme and personal development through the community of practice
- Work initially with 20 exciting, diverse and impactful community businesses
- Make a positive impact at a community level - through supporting essential community business

## Process

We're running an inclusive application process (reusing a [Catalyst approach created by Collaborative Future](#)) to make this opportunity as accessible as possible and ensure a diverse range of people are able to demonstrate their suitability for the role.

Taking a CV-less approach means we'll be focusing on the most critical things to compare people on and by answering our questions you can feel confident you've highlighted the most relevant experience and skills you have.

### How to express interest:

Simply complete this [form](#) with the following six questions:

1. Your name
2. Pronoun (e.g. they/them, he/him, she/her)
3. Where did you hear about this role?
4. Have you been connected to any of the partners or organisations in this project before? If so, please let us know (e.g. took part in the testing of the job description; worked with Power to Change on a previous programme) not having previous exposure is not limiting; we want to be conscious of differing levels of experience when comparing candidates.
5. List up to 3 unique skills, experiences, perspectives and/or knowledge you can bring which you think would be beneficial to the role and the programme as a whole. Why did you choose them and how would they help you and the team? (we suggest writing no more than 300 words for this) Is there anything else we should know? e.g. are the interview dates challenging for you; do you have any accessibility needs we should consider at interview?

If you'd prefer to email us the responses to the application question, please email [sona.mahtani@powertochange.org.uk](mailto:sona.mahtani@powertochange.org.uk)

If you have any questions about the role or the processes, please contact [ed.howarth@powertochange.org.uk](mailto:ed.howarth@powertochange.org.uk)

### After your expression of interest:

We'll be in touch with shortlisted candidates by 19 September. Interviews will take place on 26 and 27 September via Zoom. We aim to make our final decision on 28 September with a hope that the successful candidates will start these roles in w/c 3 October.