



Backing
community
business

Job description for the role of

Practice and Innovation Manager

- Location:** We have offices in London, Bristol and Sheffield or you may choose to work from home. It will involve some travel for in-person meetings, events and project delivery and on occasion may require overnight stay (the frequency will depend on your role and will be in discussion with your line manager).
- Hours:** 35 hours per week. We have flexible working practices and would be happy to discuss these with you.
- Contract:** Permanent
- Salary:** The starting salary for this role will be £53,537 (£57,037 where the role holder resides within the M25).

Power to Change is the think-do tank that backs community business. We turn bold ideas into action so communities have the power to change what matters to them. We know community business works to build stronger communities and better places to live. We've seen people create resilient and prosperous local economies when power is in community hands. We also know the barriers that stand in the way of their success. We're using our experience to bring partners together to do, test and learn what works. We're shaping the conditions for community business to thrive.

As a Practice and Innovation Manager, you will lead the design and delivery of a range of practice-based partnerships, demonstrator initiatives, and test and learn activities, helping to turn bold ideas into action and shaping the conditions for community businesses to thrive. This will involve working collaboratively with community businesses, governments, organisations, and networks at national, regional and local levels. It will involve a varied programme of work which could include designing a new initiative to tackle barriers faced by community business, managing grant or investment funds to support activity, convening people from different sectors and facilitating discussions/workshops, or acting as a learning partner to test new approaches and share what emerges to influence wider policy and practice. You will work as part of a team as well as with passionate professionals across our organisation to amplify the efforts of community businesses and put them at the heart of a fairer economy.

For further information about us and our current priorities to build community power, finance the future economy, and take back the high street please see [Power to Change - We back community business from the ground up.](#)

Deadline for applications: 9:00am on Tuesday 25th February

How to apply: [Apply via Applied](#)



We are an **equal opportunities employer** and welcome applications from all candidates irrespective of race, age, disability, gender, gender identity, sexual orientation, religion or belief, or marital or civil partnership status. We will assess all applications against the requirements for this post as detailed in the job description and person specification and ask for names and education history to be removed from applications.

We are **Disability Confident Committed**, we welcome and respond positively to applications from disabled people. We will meet individual needs throughout the recruitment process, including making any appropriate reasonable adjustments during the interview stage and to our workplace if selected into post to support colleagues with any form of disability. If you meet the minimum requirements for the role and would like a guaranteed interview, please email recruitment@powertochange.org.uk. You do not need to share any details about your disability at this stage.

As a **Mindful Employer** we recognise that in the UK, people experiencing mental ill health continue to report stigma and discrimination. We are committed to creating a supportive and open culture, where colleagues are able to talk about mental health. We are also committed to ensuring that our employees feel safe in disclosing any mental health conditions and confident that they will be properly supported and offered reasonable adjustments when required. If you have any questions about how Power to Change is an equal opportunities employer please contact our Strategy and Culture Manager, James on recruitment@powertochange.org.uk.



JOB DESCRIPTION

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| Role title | Practice and Innovation Manager |
| Reports to | Associate Director, Practice and Innovation |
| Role purpose | To lead and manage the design and delivery of a range of practice-based partnerships, demonstrator initiatives, and test and learn activities, helping to turn bold ideas into action and shaping the conditions for community businesses to thrive. |
| Role responsibilities | <ul style="list-style-type: none"> • Lead the design and delivery of a portfolio of practice-based partnerships, demonstrator initiatives, and test and learn activities. • Regularly engage with community businesses across England to understand their experiences and use this to inform and shape the design and delivery of our activities. • Establish and maintain relationships with potential co-funding partners, donors, and organisations to shape and deliver collaboration and partnership opportunities (e.g. Combined Authorities, local government, trusts and foundations, social investors). • Project management, including coordinating the activities of team members and project collaborators to ensure activities are delivered to a high standard and agreed timelines. • Manage project budgets for your area(s) of work, including overseeing expenditure in line with activities. • Manage relationships and contracts with delivery partners for commissioned work. • Work collaboratively to support team members in the delivery of their project activities and learning. • Communicate the activities and outcomes of our demonstrator, test and learn, and practice work (e.g. through blogs, speaking at events, representing the work at partnership meetings). • Contribute to securing income earning opportunities and partnerships, helping to generate ideas, shape proposals and devise budgets. • Collaborate with colleagues in the Organisation Services Team to ensure the processes and systems we use are proportionate for community businesses and align with our think-do approach. • Work collaboratively with the Policy and Insight Team to capture and share learning, including informing the team's work on policy development. |



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| <p>Organisation responsibilities</p> | <ul style="list-style-type: none"> • Represent Power to Change, attending events, monitoring developments, and providing visibility through social media content, blogposts and analysis. • Embed and continue to review diversity, equity, and inclusion into our work. • Be an active and engaged colleague, taking part in support and learning activities. • Provide ad-hoc assistance to other team members as required. |
| | <p>This job description is issued as a guideline to assist you in your duties, it is not exhaustive. Because of the evolving nature and changing demands of our work this job description may be subject to change. You may, on occasions, be required to undertake additional or other duties within the context of this job description.</p> |

PERSON SPECIFICATION

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| <p>Skills and experience</p> | <ul style="list-style-type: none"> • Strong inter-personal and relationship-building skills with internal colleagues, including across different teams. • A successful track record of working collaboratively with external partners, which could include through networks, coalitions and alliances. • An ability to spot opportunities and develop innovative solutions / respond creatively to them. • An ability to convene partners, host conversations and/or facilitate workshop discussions. • Project management skills and experience, including managing project budgets. • A skilled communicator who is able to influence through written and verbal communications. • An ability to flex and be adaptive, changing activity or ways of working in response to what we learn. • Understanding and/or experience of the social sector (e.g. social enterprise, community business, think tanks). • Confident in using IT systems including MS Office and databases (such as Salesforce). • Knowledge and/or experience in at least one of our current activity or thematic priority areas (e.g. community power, financing the future economy, high streets)] |
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We apply our values to everything we do:

We are **open**: We will seek partners and allies beyond the community business sector to better help the community business model go mainstream, and will be open about our learnings as we test and discover new approaches to community-led resilient places.

We are **bold**: Our plans are ambitious, and we will continue to enter markets where we see community businesses could thrive, and boldly speak to decision makers alongside community businesses.

We are **informed**: We will continue to work closely with community businesses and be informed by their lived experience and needs. We will approach new challenges with fresh eyes and take an evidence-led approach before rolling out solutions.

We are **collaborative**: We will continue to work with existing partners and new ones, drawing on each other's skills to achieve what we couldn't do alone.

We are **authentic**: We will integrate the priorities that we have for community businesses into our own practice. We will aim to advance dignity, justice and belonging in our own organisation, become climate positive, actively embrace digital transformation, and continuously build our own capacities in many areas.

