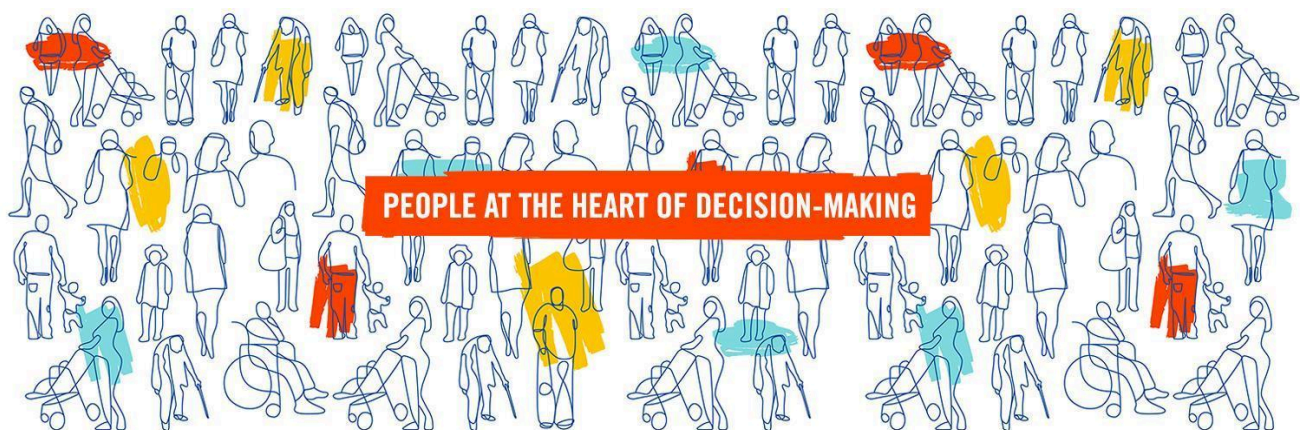




ENGAGEMENT LEAD - Climate change and nature

Job Description



Practical details

SALARY BAND: £45,665 - £54,798

LOCATION: Flexible. Must be comfortable with committing to regular travel both for project work and Involve team activities. Must be able to travel across the UK.

HOURS: Full time, 35 hours a week with flexible or part time considered

01. Who we are

We're the UK's leading public participation charity, and we want to build a more vibrant democracy, where everyone can have a say in a society that works for all of us.

Since 2003, we have been working with governments, parliaments, civil society, academics and members of the public to create and deliver new forms of public participation that re-vitalise democracy, improve decision-making, and enable people to shape the decisions that affect their lives.

We are realistic about the challenges faced by democracy, but optimistic about how to overcome them. We are committed to ensuring our democracies are vibrant and fit for the future by putting people at the heart of decision-making.

We work across the UK and internationally, with offices in Belfast and London. Many of our staff work from home across the UK or in a hybrid pattern, rather than being based at one of our offices, though we meet up regularly as a team.

02. What we do

Our mission is to lead the UK in making participation and deliberation an everyday part of democracy, to help meet the challenges of the 21st century.

We need to make important choices as a society, but our democracy isn't working as it should. Decision-makers are struggling to get things done. The public are frustrated the system isn't working for them. And everywhere people are feeling divided, distrustful and powerless.

Our work is focused in three areas:

- **Making the case** – demonstrating why participation and deliberation are essential features for a healthy modern democracy, and ensuring that those in positions of power and influence understand and support their use in addressing some of the UK's most intractable issues. [Check out our latest thinking.](#)
- **Embedding change** – building the capacity of public servants and practitioners, and developing the body of evidence, principles and standards that support participatory and deliberative practice. [Check out our resources.](#)
- **Pioneering practice** – encouraging widespread uptake of participatory and deliberative processes, and promoting continuous learning and innovation to improve democracy and deliver lasting solutions in key policy areas. [Check out our practical projects.](#)

All our work builds towards delivering the following six outcomes for our democracy, which we believe will lead to the vibrant, participatory society we want to see.

- **Democratic norms** – Participation and deliberation are recognised as essential features for a healthy equitable democracy by the public, society and decision-makers;
- **Political support** – People in positions of power and influence across society and the political spectrum understand and actively support the use of participatory and deliberative decision-making;
- **Frequent use** – There is frequent use of participatory and deliberative processes supported by the right resources (people and budgets) both inside and outside of political institutions;
- **Evidence and practice** – There is an accessible and well-communicated body of evidence and practice that demonstrates the impact of our vision and how to achieve it;
- **Clear standards** – There are clear principles and standards that support good practice in delivering and embedding participatory and deliberative processes, which are widely understood and followed;
- **Democratic innovations** – There is continuous learning and innovation to improve democracy and work against entrenched inequalities.

Find out more about our work: www.involve.org.uk/our-work/

Our values

- **Collaboration** – because change comes when broad coalitions of people work towards a common vision;
- **Equity** – because everyone in society has an equal right to be listened to and participate in decisions that affect their lives. No one should be held back by societal divisions or prejudice;
- **Independence** - because we are committed to the integrity and impartiality of participatory and deliberative processes;
- **Purpose** – because participation must have an impact. We reject tokenistic or ineffectual engagement;
- **Quality** - because effective participation requires time, attention and commitment.

03. About the role

This role will focus on public engagement in decision-making on climate change and nature. Involve has a commitment to use our skills, time and experience to address big challenges. Climate change is one of those big challenges and is a policy area where citizen engagement on both principles and practice is vital. It, and Net Zero in particular, risk becoming a polarised and politicised issue where there is little room for considered, inclusive decision making. We want Involve's approach to offer a way through difficult issues like low emission zones, the energy transition, industrialisation of green spaces, upland regeneration and other challenges in a way that centres social justice and equity.

We have a significant track record in public deliberation on climate change. We ran the first Climate Assembly in the UK and have since delivered a number of projects in this area including the People's Plan for Nature. We have developed a reputation for best practice public dialogue, deliberation and capacity building. We want to grasp the opportunity for deliberative practices to make a real contribution to the change needed to respond to the climate crisis.

This role will primarily sit within our Innovation and Practice (I&P) function but will work closely with our Capacity Building and Standards (CB&S) and Advocacy and Communications (A&C) functions.

The I&P function is responsible for the deliberative, dialogic and participatory projects and processes that we run. The CB&S function aims to build capacity both inside and outside of public institutions to embed the processes, skills, structures and cultures needed for effective public participation in decision-making. The A&C function aims to build political and public understanding of and support for making participation and deliberation an everyday, integral part of our democracy.

The Climate Engagement Lead will play a central role in taking Involve's work on climate, environment and the just transition forward. It will mean a collaborative approach - co-creating and coordinating our strategy on public engagement through a cross functional work group.

The job will also involve leading several of our major climate change and nature projects, including the UKRI Net Zero Living project; maintaining and growing our reputation in climate and environment networks; and communicating the contribution we can make and impact that we are having. Importantly, this role will work closely with others also working on these areas of work.

04. Key responsibilities

1. Developing and delivering public engagement work with a focus on climate change and nature (60%)

To help deliver and embed the processes, skills, structures and cultures needed for public participation in decision-making in climate change by:

- Delivering public engagement processes in climate change and nature and supporting others in Involve to do that well;
- Managing complex, multi-year programmes on public engagement in decision-making, including UKRI funded Net Zero Living Programme focused on citizen visioning with 28 local authorities;
- Offering expert guidance to institutions and organisations on public engagement in decision-making and public dialogue on climate change;
- Supporting institutions and organisations in the climate science, policy and environment sector to embed public engagement in their decision-making;
- Identifying and meeting with senior stakeholders in government departments, the research field and civil society to identify dialogues and strategic public engagement opportunities;
- Overseeing evaluation, monitoring, learning and impact measurement of Involve's work on climate change and nature;
- Representing Involve to external audiences in the climate change and environment sector, including at a senior level and developing and maintaining a network of senior actors in public engagement in climate change;
- Authoring good practice guides and thought leadership pieces;
- Leading other programme and project management that supports the embedding of public participation and engagement in the UK.

To support the above by:

- Leading the management of projects and programmes, including managing project budgets;
- Working collaboratively with other members of the Involve team, including supporting Directors to manage and develop the work of the functions;
- Supporting other staff – including line management responsibilities, as required – and supporting and managing the work of freelancers;
- Innovating new approaches
- Complying with Involve's internal systems, policies and processes.

2. Develop a strategy, fundraising and proactive identification of further opportunities in the field (20%)

- Coordinating the implementation and development of our strategy for public engagement in climate change and nature, with **the cross functional working group**, that complements the Involve business plan and strategy, builds on our current work and identifies opportunities for development (we envisage that this will take 10% of time for a limited period);

- Undertaking business development and fundraising, including responding to tenders, writing proactive fundraising bids, and cultivating positive working relationships with funders. (we envisage that this will take up more time once the strategy is set)

3. Contributing to organisational impact and learning (10%)

- Collecting evidence of project impact and helping communicate our work;
- Contributing both internally and externally to Involve's culture of learning, reflection and development of our practice, to benefit Involve and the wider sector.

3. Contributing to all-team activities (10%)

- Leading significant elements of Involve's organisational development;
- Participating in team meetings, strategy sessions and away days.

Other relevant duties may be undertaken as agreed with your line manager.

05. Key competencies

We are looking for a proven project leader and strategic thinker, with the ability to develop our work and profile in this interesting and important area of public engagement in decision-making.

Candidates do not need an educational background in climate change, although it would be useful, but we would expect the successful candidate to have some experience of working on deliberative projects that focus on climate change, nature or related area.

Essential competencies

Applicants must demonstrate the following competencies:

1. An excellent, practical understanding of how to develop and deliver a range of methods for public participation in decision-making, including a good understanding of deliberative and participatory processes and facilitation skills;
2. Experience of supporting and guiding institutions and organisations to do high quality public engagement in decision-making;
3. A strong collaborative approach - embodying our values of collaboration, equality, independence, purpose and quality.
4. An active interest and experience working in climate change, nature and/or climate justice, including experience of building and maintaining relationship and networks of high level stakeholders in the climate change and nature field
5. Strategic thinking skills: able to understand wider contexts and strategic objectives and apply these to developing and delivering our thinking and work with focus on a thematic area;
6. Excellent project management skills: a proven ability to manage large projects and programmes and provide robust management of project timelines, finances, budgets and reporting;
7. Excellent written skills: able to write clear and persuasive copy for a range of audiences and purposes
8. The ability to advocate well for the benefits of public participation and engagement in decision-making and how this can be applied to climate change and nature;
9. An appetite to learn including the ability to reflect on, and learn from, projects and experiences;
10. A strong commitment to equity and inclusion and the need for a just transition in response to climate change.

Desirable competencies

1. Experience of fundraising, for example identifying and securing funding for programmes, projects and bid writing;
2. An existing network of contacts and relationships at senior level in the climate and nature field;
3. Understanding of theoretical concepts and debates relating to public engagement in decision-making and its different forms;
4. People management and/or line management skills: able to support staff to be their best, and lead effective teams;

5. A good understanding of the institutional factors that contribute to or block the effectiveness of public engagement in decision-making and its uptake.
6. Understanding and experience of systems change and how to understand impact in complex environments.

We are open to job share and flexible working.

06. Pay, location and benefits

Job Title:	Engagement Lead - climate and nature
Pay band:	£45,665 - £54,798
Hours:	Full time, 35 hours per week, with flexible or part time considered
Start date:	As soon as possible
Location:	Flexible. Must be comfortable with regular travel both for project work and Involve team activities. Must be able to travel across the UK.
Reporting to:	Director of Innovation and Practice
Leave:	All staff get 25 days annual leave in addition to bank holidays and the period between Christmas Day and New Years Day.

We're actively building a diverse team and welcome applications from everyone. But simply having a diverse workforce is not enough. We aim to build an inclusive environment, where everyone can contribute their best work and develop to their full potential. We offer a flexible working environment so you can adjust your hours to suit your personal circumstances. We celebrate our differences, and recognise the importance of teams reflecting the communities they work with.

We have physical offices in London and Belfast which are always available to work in. We are flexible in terms of either working from home, or working hybrid from home and a physical office. However the successful candidate must be able to travel for both project work and to attend Involve internal meetings and away days. This will involve travel across the UK. We anticipate that this travel would not be every day but would be fairly regular. We cannot say definitively how regularly this would be, but it is likely to be at least 2-3 times per month and sometimes to include overnight stays. As such, applicants will need to be comfortable with regular travel.

The following benefits are available to staff:

- Workplace pension with employer contribution of 5%;
- Employee Assistance Programme;
- Childcare vouchers;
- Phone/data allowance of £13.50 per month;
- Enhanced maternity and paternity leave packages for qualifying employees;
- Participation in both external and internal training.