

Senior Advisor – Social Value and Places

The role

This is a senior position within the UKGBC team, leading on key projects and programmes – with a particular focus on social value and sustainable placemaking. It includes a variety of different activities, with extensive facilitation of collaborative processes between business, policy-makers and other stakeholders, and an important role in developing income streams and building partnerships in order to increase impact.

This comes at an exciting time for the built environment sector and for UKGBC. The Senior Advisor will play a key role in determining the future direction of UKGBC’s well-respected Social Value Programme, and related topics such as impact investment, climate justice and health and wellbeing. The Senior Advisor will also have the opportunity to creatively shape the way in which UKGBC works with cities and its members, to support the ambitions of leading UK cities and trailblazing development and regeneration schemes, building on the work of the UKGBC Foreground programme in recent years.

Company Overview

UKGBC is an industry-led network with a mission to radically improve the sustainability of the built environment. It is a charity with over 400 member organisations spanning the entire value chain, we represent the voice of the industry’s current and future leaders who are striving for transformational change.

We inspire, challenge and empower our members, helping them to identify and adopt the most sustainable, viable solutions. We also engage our members in advocating a progressive message to government, informing and influencing policy.

Our vision is a built environment that enables people and planet to thrive by:

- Mitigating and adapting to climate change
- Eliminating waste and maximising resource efficiency
- Embracing and restoring nature and promoting biodiversity
- Optimizing the health and wellbeing of people
- Creating long-term value for society and improving quality of life

Part 2 - Job Description

Job title	Senior Advisor – Social Value and Places
Department	Policy & Places
Line Manager	Director of Policy & Places
Location	UK, with requirement to spend time in UKGBC office in London. (Currently fully remote working due to Covid-19).

Purpose of job	Scope of job (dimensions)	
To lead UKGBC projects and programmes focussed on Social Value and sustainable placemaking, enabling UKGBC members to deliver high-quality outcomes on projects and positively influencing relevant policy (national and local). Includes leading UKGBC’s well established Social Value Programme, and developing bespoke partnerships helping local government demonstrate leadership on large scale development and regeneration schemes.	People (eg. headcount)	Support from rolling programme of paid interns. No permanent direct reports currently.
	Financial (eg. budget)	Management of budget for projects c.£150,000 p.a.
	Other	

Principal Accountabilities (e.g. key responsibilities and projects)

Delivery of Social Value and Placemaking projects and programmes (approx 65% of time)

- Develop Social Value and placemaking programmes and projects strategy in collaboration with colleagues and Director of Policy & Places
- Manage programmes and projects to agreed requirements in terms of budget, time, and outputs
- Carry out stakeholder engagement – industry/UKGBC membership, professional, trade and NGO groups, and local and national government through face to face meetings, email and online communications and good contacts management
- Facilitate workshops and working groups, navigating often diverse viewpoints, to distil a consensus approach
- Design and conduct desktop research and analysis
- Write content for and deliver high quality written reports and outputs that account for the diverse viewpoints of stakeholders
- Support reporting processes with partners, funders and other supporters

Business development (c.15%)

- Support development of long-term income streams for UKGBC in relation to Social Value and placemaking, to enable a financially sustainable pipeline of impactful programmatic work
- Write proposals and bids for sponsorship, grant-funding and bespoke commissioned work.

Communication and member engagement (c10%)

- Act as a topic expert on Social Value, socio-economic sustainability and sustainable placemaking at UKGBC, responding to colleagues, members, and external stakeholders including government and media
- Present and represent UKGBC at external events and meetings
- Build partnerships with professional institutes, trade bodies, academic institutions and other stakeholders
- Account manager for circa five Gold Leaf members
- Engagement meetings with other members as required

UKGBC team activities and personal development (c10%)

- Take part in regular meetings related to UKGBC operations and workstreams
- Champion the organisational culture and the UKGBC Way (values into action framework) by adopting a solutions-driven, positive, and efficient attitude.
- Upskill the team drawing upon personal experience on relevant topics and capabilities
- Demonstrate agility and flexibility to perform duties that may be outside core accountabilities.

Principal Accountabilities (e.g. key responsibilities and projects)

Without reference

- Project management
- Internal & external stakeholder engagement meetings

With reference

- Major strategic decisions in relation to programmes
- Resource allocation

Key competencies	
Essential	Desirable
<ul style="list-style-type: none"> Ability to facilitate sessions with a wide spectrum of stakeholders, both in person and on-line Ability to think creatively to solve problems and deliver positive impact Strong qualitative research and analysis skills Excellent planning, organisational and project management skills Excellent written, verbal and presentation skills with the ability to communicate complex ideas in engaging ways Strong commercial awareness and aptitude for business development A self-starter with independent judgement and work planning, also able to work well as part of a team Emotional intelligence and an aptitude for developing and maintaining strong stakeholder relationships Enthusiasm and resilience Commitment to UKGBC mission and values 	<ul style="list-style-type: none"> Experience of using Salesforce

Knowledge, experience and qualifications (<i>minimum requirements for the job</i>)	
Essential	Desirable
<ul style="list-style-type: none"> At least 5 years' of work in the built environment sector Extensive knowledge and experience of sustainability Knowledge and experience of social value in the built environment Knowledge and experience of sustainable placemaking Knowledge and experience of large scale development and regeneration projects, and planning Experience of managing client/stakeholder relationships Relevant undergraduate degree in sustainability, environment, design Strong academic record Strong interest in sustainability and built environment 	<ul style="list-style-type: none"> Degree in relevant sustainability or built environment related subject Engineering, property, construction, or sustainability related professional qualifications such as from ICE, RICS, IEMA. Experience of multi-stakeholder projects Experience of fundraising Project management training Knowledge of one or more of: impact investing, health and wellbeing, climate justice, social economics, social theory, valuation

Terms & Conditions

Place of Work: In line with COVID 19 Government Guidance, UKGBC colleagues are expected to work from home. When permitted, regular attendance at the UKGBC office is expected (The Building Centre, 26 Store Street, London WC1E 7BT) as part of a flexible working policy.

Hours of work: 37.5 hours; normally 9am – 5.30pm

Holidays: 28 days per annum pro rata, plus 3 days Xmas closure, plus public holidays

Salary & benefits: £40,000-£45,000 pa (depending on experience) enhanced pension contribution, private medical

Job Description

cover

Length of contract: Permanent

Start date: ASAP

Apply now by sending john.alker@ukgbc.org a copy of your CV and a covering email explaining in no more than 250 words why you would be amazing in this role and the earliest date you could start. Applications will be assessed from 22nd February onwards, until the suitable candidate has been appointed.

UKGBC is committed to providing equality opportunities to all existing and prospective employees. We aim to be inclusive to everyone regardless of ethnicity, religious beliefs, gender, marital status, age, disability, sexual orientation or political beliefs'