



# Climate Engagement Lab Lead

## Job description and Person Specification

Climate Outreach is seeking an organised, collaborative and reflective individual with experience of advocacy oriented organisations to be the strategic lead for the Climate Engagement Lab - a growing project with ambitious aims to transform how UK climate change campaigners communicate with and motivate the public.

The Lab project aims to underpin the next decade's UK climate campaigns - big and small - with robust evidence on effective climate engagement, working with a wide range of partners to deliver the support, inspiration, insight and community needed to do this.

It will do this by:

- building a community of experts, campaigners, funders and strategists that are trying new approaches to do climate engagement together, based on social science insights and real-world learning;
- providing focused hands-on support to particular partners who can deliver a step-change in delivering a broad based social mandate for climate action;
- taking a systemic view of UK climate advocates' knowledge and plans and so identifying what support is needed to engage with underserved audiences;
- and providing resources and tools that are tailored to the most important campaigning moments ahead, particularly in the run up to COP26.

Following a successful pilot from October-March 2021, the Lab project has secured funding for an ambitious roll-out over the next 12 months, and is currently seeking further funding for its development in the long-term.

As the lead for the Climate Engagement Lab, you will be responsible for driving and delivering on the Lab's strategy. This will involve collaborating with other Climate Outreach staff members to build strong plans for the long-term, integrated with the wider work of the organisation. Working with and learning from Climate Outreach expert staff, you will also oversee and ensure the delivery of focused research, advice and support for particular NGO partners. Overall the role and project will take a learning-based approach, so we can use the learnings to improve Climate Outreach's work with other partners and in other countries, and improve the sector's approach to monitoring impact on climate engagement.

This stimulating and varied role will involve working closely with the Climate Outreach team, consultants and partners in climate advocacy organisations across the UK, as well as representing the Lab to external stakeholders, including funders.

**Salary:** starting salary £32,595.00 – £35,310.75 pro rata

**Benefits:** include 3.5%–5% pension (If eligible), flexible working arrangements, enhanced parental leave pay, cycle scheme and 33 days (FTE) of annual leave.

**Hours:** 4 days per week (28 hours per week)

**Type of Employment:** Fixed-term, 12 months contract (with a good chance of extending)

**Reporting to:** Senior Programme Lead: Advocacy Communications

**Location:** Preferably Oxford office based. Remote working is available for the right candidate.

**Other:** This role requires the right to work in the UK

## Job Description

### Project strategy and delivery

- In collaboration with other Climate Outreach team members, lead the strategic development of the Climate Engagement Lab, including working with the External Relations department in future fundraising bids
- In collaboration with, and with the support of a Project Manager and oversight from the Senior Programme Lead, lead the development, prioritisation and synthesis of the Lab's projects, activities and outputs
- Ensure the Lab itself is focused on the right external events and opportunities and particularly focuses its impact on COP26 in 2021
- Work with the Senior Programme Lead in creating feedback loops for wider organisational and climate advocacy sector learnings in the UK and internationally

### Community building and ambassadorship

- Build, nurture and oversee an existing community of UK climate advocates. In collaboration with a dedicated project manager, create spaces with UK climate advocates for learning together about the evolving science of climate change engagement
- Establish a shadow 'board' for the Lab made up of senior representatives of NGOs, political and policy organisations, funders and movement strategists
- Represent the Lab to external stakeholders and potential partners
- In collaboration with the Climate Outreach Communications team, help create and maintain a dedicated section of the Climate Outreach website for the Lab
- Contribute to Climate Outreach's Insights Blog on the website through writing occasional blogs describing the outputs of this project

## Knowledge sharing and learning

- Draw learnings from the evolving community about the research, training and written materials on climate change engagement that UK climate advocates need back into Climate Outreach, in order to guide our further work
- Work with the project manager and dedicated expertise on continuous monitoring and evaluation from the outset, and ensure that the learnings are shared with the wider advocacy sector

## Support for innovation partners

- Lead on establishing a public call for applications for selecting approximately five 'innovation partners' who will receive a programme of bespoke support from Climate Outreach's expertise as a part of the Lab package/approach
- In collaboration with and the support of Climate Outreach expert staff and contractors create and deliver written resources (short briefings, reports), presentations and training as needed for supporting innovation partnerships

## Internal and external coordination

- Ensure the activities of the Lab complement and, where needed, are joined up with the projects and outputs of other organisations seeking to build climate engagement in the UK
- In collaboration with the project manager, ensure the activities of the Lab are joined up internally with Climate Outreach processes
- In collaboration with the Senior Programme Lead, ensure the Lab maximises opportunities for the organisation while supporting delivery of the wider Climate Outreach strategy
- Undertake any other reasonable duties related to the position as necessary

Climate Outreach works with partners and contractors on different time-zones. Therefore the post-holder may be asked to travel or work outside of core hours to support project management.

## Person Specification

### Essential:

- Demonstrable skills at and experience of taking the strategic lead on projects within an advocacy-oriented environment
- Structural understanding of the climate advocacy sector and landscape in the UK, including its achievements and biggest challenges
- Experience of working on climate engagement as an advocate/campaigner, in a policy-oriented environment or in making social change.
- Strong organisational skills and efficient time management, ability to manage multiple tasks and priorities, and an instinct to work in collaboration with others.

- Experience with the delivery of high quality research, including demonstrable report writing and presentation skills
- Demonstrable experience in preparing and delivering presentations to external stakeholders, high-level partners and/or funders.
- Strong interpersonal and negotiation skills with the ability to work with people from different backgrounds with varied levels of experience in multiple stakeholder management, and empower and facilitate change amongst campaigners.
- Excellent written communication skills in creating accessible written materials using technical information.
- Flexibility, a willingness to learn and to adapt within the work environment
- Demonstrable experience in problem solving and a results-oriented attitude
- Proficiency in office IT including Google's G suite applications and CRM software e.g. Civi CRM.
- Interest in building public engagement with climate change and a commitment to the values of Climate Outreach (below)
- A demonstrable strong personal commitment to climate advocacy and improving the ability of climate advocates in the UK to make effective change.

### **Desirable**

- Understanding and/or previous experience of presenting the social science of climate change engagement
- Experience of working as a climate advocate in the UK and/or a network of connections with UK climate advocates
- Experience of running training for civil society organisations
- Experience of presenting complex data in short briefings, reports or blogs that can be understood by non-experts
- Previous experience in fundraising for mission driven projects
- Experience of training or work on diversity, equity and inclusion

## Our values

### Collaborative

- We co-design work with partners and seek to equip others with expertise and knowledge. We act in service to others and the wider movement.
- We empower each other by working closely together in a supportive manner, sharing ideas and knowledge. We actively seek to work without silos and with flexibility.

### People-centred

- We put people at the centre of the climate story, rather than science, technology, finance or policies.
- We treat each other with respect – as equals with concerns, hopes and aspirations.

### Credible

- We are evidence-based and research-led. Evidence is our starting point, not an add on.
- We seek to live by our values, including by reducing our carbon footprint. We know this isn't easy but we do our best. Where we struggle, we are open and honest about that.

### Integrated

- We act as a bridge between different sectors, disciplines and communities.
- We recognise that public engagement and the work we do is a part of the puzzle, along with the work by other actors in the climate sector.

### Focused

- We focus on doing meaningful work that makes a difference to our mission. We seek leverage points in order to create systemic change.
- We recognise the tension between committing to our work and maintaining our wellbeing. We do not sacrifice the wellbeing of staff to this value, because we recognise that happy staff allow an organisation to be dynamic and creative.

## Diversity, equity and inclusion

Climate Outreach is committed to providing equal employment opportunity in all of its employment programs and decisions. We recognise that a diverse and inclusive movement is critical to solving climate change and that we must ensure that those directly impacted – particularly those who have been excluded in the past – are at the centre of the movement for change.

We do our best to make staff positions accessible to all potential team members, regardless of race, colour, national origin, ethnicity, age, disability, assigned gender, gender expression or identity, sexual orientation or identity, religion or creed, veteran status, and marital or parental status. We strive to recruit team members from communities most impacted by climate change or impacted by other kinds of environmental, social, and economic injustice. We therefore strongly encourage applications from people of colour, women, LGBTQ people and members of marginalised communities. Climate Outreach Oxford Office is wheelchair accessible.

If you are invited to interview for the position, do let us know if you would like any carer's costs that you incurred due to attending this interview to be reimbursed. Interviews will be carried out remotely due to Covid-19.

## Application process

**How to apply:** To apply please complete our application form and optional diversity, equality and inclusion monitoring form and email to [recruitment@climateoutreach.org](mailto:recruitment@climateoutreach.org) with the job title as a subject of the email.

**Application deadline:** 12pm 17th June 2021

**Interviews:** The interviews will take place during the w/c 28th June 2021. The interview will include an exercise to complete. Interviews will be carried out remotely due to Covid-19.

**Start date:** the role is envisioned to start on 1 July 2021 but there is some flexibility to start later.