



UNIVERSITY OF LEEDS

## CANDIDATE BRIEF

### Project and Impact Manager (Land, Water, Nature and Climate Adaptation)



**Salary: Grade 7 (£41,064 - £48,822 p.a. depending on experience)**

**Reference: ENVEE1855**

**Location: Main Campus (with scope for hybrid working)**

**We are open to discussing flexible working arrangements.**

# **Project and Impact Manager (Land, Water, Nature and Climate Adaptation), Faculty of Environment**

## **Overview of the Role**

**Are you passionate about making a real difference in protecting people and nature from climate change?**

Great - we are too!

We're searching for a Project and Impact Manager to join our dynamic Climate Commissions Team at the University of Leeds. This isn't just any role; it's a chance to mobilise positive societal change across the Yorkshire & Humber Region and beyond, inspiring system-level action locally, nationally, and internationally.

The University of Leeds is one of the top 80 universities in the world. We have a truly global community, with more than 39,000 students from 170 different countries and over 9,000 staff of 100 different nationalities. Established in 1904, we have a strong tradition of academic excellence, reflected in first-class student education, along with world-leading research that has a real impact around the globe.

The climate crisis is the biggest challenge of our time, and at the University of Leeds, we're relentlessly focused on impact. As a leading research-intensive university, we're uniquely positioned to foster unparalleled collaboration, combining our global outlook with a keen focus on local and regional impact. Our Climate Plan is central to everything we do, aiming to create a healthier, greener, and fairer world.

The Leeds Climate Commission, launched in 2017, was the first of its kind, and the Yorkshire and Humber Climate Commission is the largest. These "living lab" initiatives were designed to accelerate evidence-based climate action by bridging global science with tangible local impacts. After years of dedicated work, these collaborations are making a real, positive difference, changing our future for the better. Come and be a part of a team that's making a real impact where it matters most.

As a Climate Commissions Project and Impact Manager, you'll be at the heart of the Commissions' team, driving impactful projects that shape a sustainable future for Leeds, Yorkshire and the Humber and beyond. Working hand-in-hand with our network of Commissioners, you'll be instrumental in shaping the future by:



- Driving strategic engagement. Helping to influence how we manage the critical interplay between climate change and vital resources like land use, water, nature recovery, and food.
- Boosting climate resilience. Increasing awareness and encouraging investment in making our communities more resilient to climate impacts.
- Empowering people and organisations. Inspiring passion and capacity for climate action, focusing on rapid decarbonisation, adaptation, nature's recovery, and a just transition.

You'll do this by building and maintaining powerful collaborations across the public, private, and third sectors. This role is all about enabling partners and stakeholders to design and deliver effective climate strategies, exchanging vital knowledge, and supporting extensive stakeholder engagement to make big things happen. Your primary focus will be to facilitate and enable two flagship projects, a key working group and an ongoing research project, collaborating closely with Commissioners, Associates, and various partners:

- **Land and Water Stewardship Project:** Support nature's recovery and strategically manage human demands on the region's land and water.
- **Weather Narratives Project:** Utilise creative storytelling to promote climate adaptation and planning.
- **YHCC's Regional Picture and Evidence Group:** Support this group, backed by Yorkshire Universities, to provide crucial regional data and evidence, building a strong and multifaceted picture of climate action, need and opportunity across the region.
- **Yorkshire Policy Innovation Partnership (YPIP)** Support the UKRI-funded research project (0.2 FTE of role until Dec 2026).

With a strong focus on outcomes, you will work with Commissioners to develop well informed and achievable 'minimum' work programmes for these projects, seeking and successfully securing funding and building partnerships to deliver more work effectively, actively building the profile, momentum and impact of our work.

Beyond your core projects, you'll play a vital role in the broader work of the Climate Commissions. This means actively supporting and participating in our routine operations, including engaging in our essential quarterly meetings and contributing to our impactful annual events. Your involvement will help shape the strategic direction



and collective efforts of the Commissions, ensuring our ongoing success in driving climate action.

## Main duties and responsibilities

- **Lead project development:** Shape project meetings, lead on stakeholder engagement strategies and delivery, and develop collaborative policy consultation responses.
- **Ensure efficiency:** Work with your colleagues to actively identify interdependencies and manage connections between projects to maximise effectiveness. You will also support the internal processes of the team, such as keeping CMS records current and general management processes.
- **Track and report impact:** Develop clear metrics and regularly report progress to the Commissions' Programme Board and supporting strategic communications and public affairs.
- **Drive knowledge exchange:** Identify, develop and promote inspirational stories, case studies, best practices, and lessons learned (including both successes and challenges) to inspire further action and support funding cases. You will respond to stakeholder needs, identifying knowledge and data gaps, working across networks to see if they can be filled effectively or, if new research is required, contributing to the development and promotion of Areas of Research Interest.
- **Engage key stakeholders:** Lead engagement with local and combined authorities, public sector organisations, businesses, (E)NGOs, landowners, tenants and farmers, and communities within your project areas.
- **Conduct insightful analysis:** Research best practices in climate resilience, land, water, nature, and food systems to influence policy and foster innovation.
- **Foster integration:** Help ensure a cohesive approach across the Commissions' varied objectives (rapid emissions reduction, resilience, nature recovery, just transitions) and different scales (local authority, mayoral combined, and regional).
- **Support wider communications:** Contribute to and lead the development of regional and national policy briefings, provide website content, attend and support public engagement events, and represent the Commissions and University at relevant fora.
- **Help develop the workforce of the future:** promote and develop opportunities for student internships with partners.



These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

## Qualifications and skills

### Essential

- A degree and/or equivalent work experience relating to climate change, climate resilience and land, water, nature and/or food that is directly relevant to the work of the Commissions.
- A proven ability to manage multiple projects, working in an open and diplomatic way with diverse stakeholders with different perspectives and priorities.
- Demonstrable experience of developing and maintaining effective working relationships with colleagues at all levels and across organisational and sectoral boundaries; working with a high level of integrity, discretion and confidentiality.
- An ability to support stakeholder engagement activities in diverse forms, whether through face-to-face events or on-line platforms, and experience in organising and supporting meetings and events that can require complex arrangements.
- A strong team player, with excellent prioritisation and organisational skills, the ability to exercise initiative and work independently, under sustained pressure to a high standard with the ability to adapt as needed as part of a collaborative team and multi-stakeholder environment.
- Excellent written and verbal communication skills, be fully computer literate (including substantial experience of Microsoft Word, Outlook, Excel and PowerPoint) and work with a high level of accuracy and attention to detail including proof-reading skills.

### Desirable

- Strong analytical skills and the ability to identify and evaluate best practice approaches relating to corporate engagement of organisations, particularly within the land and water sectors.
- Familiarity with the work and priorities of key stakeholders in the Yorkshire and Humber region, including a strong understanding of the evolving strategic policy framework that we are operating in. Stakeholders include: mayoral



combined and local authorities, other public sector organisations, private sector businesses of all sizes, (E)NGOs, landowners, tenants, farmers and communities (both urban and rural).

- Experience of developing and successfully delivering novel initiatives, building momentum and engagement to new ways of working.

## Additional information

Please note: If you are not a British or Irish citizen, from 1 January 2021 you will require permission to work in the UK. This will normally be in the form of a visa but, if you are an EEA/Swiss citizen and resident in the UK before 31 December 2020, this may be your passport or status under the EU Settlement Scheme.

Please note that this post may be suitable for sponsorship under the Skilled Worker visa route but first-time applicants might need to qualify for salary concessions. For more information please visit: [www.gov.uk/skilled-worker-visa](https://www.gov.uk/skilled-worker-visa).

For research and academic posts, we will consider eligibility under the Global Talent visa. For more information please visit: <https://www.gov.uk/global-talent>

Find out more about the [Faculty of Environment](#).

Find out more about our [School of Earth and Environment](#).

Find out more about our [Research and associated facilities](#).

Find out more about [Equality in the Faculty](#)

## Working at Leeds

We are a campus based community and regular interaction with campus is an expectation of all roles in line with academic and service needs and the requirements of the role. We are also open to discussing flexible working arrangements. To find out more about the benefits of working at the University and what it is like to live and work in the Leeds area visit our [Working at Leeds](#) information page.

## Our University

At the University of Leeds, we are committed to providing a culture of inclusion, respect and equity of opportunity that attracts, supports, and retains the best students and staff from all backgrounds. Whatever role we recruit for we are always



striving to increase the diversity of our community, which each individual helps enrich and cultivate. We particularly encourage applications from, but not limited to Black, Asian, those who belong to a minority ethnic community; people who identify as LGBT+; and disabled people. Candidates will always be selected based on merit and ability.

The Faculty of Environment has received a prestigious Athena SWAN silver award from [Advance HE](#), the national body that promotes equality in the higher education sector. This award represents the combined efforts of all schools in the Faculty and shows the positive actions we have taken to ensure that our policies, processes and ethos all promote an equal and inclusive environment for work and study.

### **Information for disabled candidates**

Information for disabled candidates, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at [hr@leeds.ac.uk](mailto:hr@leeds.ac.uk)

## **Criminal Record Information**

A criminal record check is not required for this position, however, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be, in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information

