JOBTITLE: NATURAL CAPITAL HUB MANAGER – CAMBRIDGE CONSERVATION INITIATIVE (FIXED-TERM)

REPORTSTO: CAMBRIDGE CONSERVATION INITIATIVE EXECUTIVEDIRECTOR

Background


Founded in 2007, CCI has had a number of significant achievements to date. These have included;

- the creation of a fund for collaborative projects undertaken by CCI partners that has dispensed over £3 million since 2009
- the founding of an innovative and interdisciplinary masters course in Conservation Leadership
- the fostering of a number of significant programmes focusing on topical issues within conservation including landscape restoration, natural capital and the relationship between the arts and conservation
- the establishment of a new campus for biodiversity conservation within the David Attenborough Building in the heart of Cambridge.

Most recently CCI has attracted an endowment of $10 million to permanently fund the CCI Executive Director and his/her office.

One of the priority areas of collaboration within CCI’s five year plan is to focus on the role of biodiversity in natural capital. This is a major and new expansion of CCI’s ability to deliver its collaborative international agenda to understand and conserve biodiversity. Natural capital has been identified by the CCI Council as one of its highest priorities for transformative actions requiring the integration of research, policy and practice to deliver benefits for biodiversity conservation. The CCI Natural Capital Hub will sit within a suite of collaborative activities, which demonstrate CCI’s ability to deliver flagship initiatives.

The CCI Natural Capital Hub Manager will be seconded to the CCI Executive Director’s Office from one of the existing CCI partner organisations/departments for a fixed period (15 months). This post will lead and convene the CCI Natural Capital Working Group, and work alongside the Director of the University of Cambridge Conservation Research Institute (Professor Bhaskar Vira), the CCI Executive Director (Dr Mike Rands) and his office, the CCI Council and the CCI partners more generally.
The primary role of the Natural Capital Hub Manager will be to scale up the CCI Natural Capital portfolio of projects and create a large collaborative programme integrating research, policy and practice to deliver global impact.

The role

The CCI Natural Capital Hub Manager will consolidate and provide leadership to the various activities and approaches to natural capital of CCI's partner organisations and University departments to better articulate and evaluate the values of biodiversity.

The post-holder will both lead and convene the CCI partners in developing a collaborative programme of work that places biodiversity at the heart of natural capital. This scoping mechanism will provide the basis for CCI's vision for a major programme of work on biodiversity and natural capital, and the post-holder will play a leading role in securing the longer-term funding that is required to enable further CCI collaborative work in this area.

MAIN RESPONSIBILITIES

Programme development

• Developing a major five-year business plan for the CCI Natural Capital Hub with the CCI Executive Director and the Director of UCCRI. This plan will form the basis of a major new collaborative initiative within the University and its CCI partner organisations placing biodiversity at the heart of natural capital accounting and business operations.

• Acting as the lead for external collaborations with other leading academic institutions, the private sector and conservation organisations internationally, on behalf of the CCI Natural Capital Working Group, especially in the context of existing relationships (such as with the Natural Capital Coalition) and in developing new relationships.

• Leading the development of a clearly articulated business strategy and 'value proposition' for the role that CCI can occupy globally in the field of natural capital, which reflects CCI's strengths in interdisciplinary research, policy and practice, and distinguishes its programme from other work on natural capital.

• Leading the CCI Natural Capital Working Group, and reporting to CCI Council and partners, summarising progress on work undertaken by the Natural Capital Hub.

• Actively engaging with other leading international hubs with an expertise in natural capital, to develop collaborative programmes and activities.

• Managing existing projects within CCI's natural capital portfolio, including budget and financial reporting to funders and external partners, working closely with the CCI Executive Director and the Director of UCCRI.

Synthesis and review

• Leading the production of a synthesis document that pulls together the thinking, ideas and knowledge across CCI on placing biodiversity at the heart of natural capital, working with other members of the CCI Natural Capital Working Group.

• Overseeing the publication of key outputs that draw on the synthesis and review work undertaken as part of the CCI Natural Capital Hub.
• Producing externally-oriented communication materials, including on a dedicated website and via social media, articulating CCI's work on natural capital.

**Fundraising**
• Developing, with the CCI partners, staff and fundraisers major collaborative proposals to funding bodies and philanthropic foundations, to continue the activity of the CCI Natural Capital Hub beyond this initial period.

• Identifying new funding opportunities to develop the work of the CCI Natural Capital Hub.

**The person**

The ideal candidate should have the following qualities, skills and attributes. You are asked to demonstrate how your own experience meets these requirements in the 'suitability for the role' section of the online application form.

• Degree in natural sciences, conservation-related social sciences (including economics) or similar.
• Postgraduate qualification (Masters or PhD) in natural resource management, environmental sciences, conservation biology or similar.
• Knowledge of the international biodiversity conservation sector, including natural capital.
• Experience in establishing multi-stakeholder programmes.
• Experience of building consensus through consultation and collaboration and sustaining relationships with diverse stakeholders.
• Experience of synthesising and evaluating complex interdisciplinary programmes.
• Highly organised and efficient, with good attention to detail.
• Excellent project management skills.
• Excellent writing and editing skills.
• Proficient with Microsoft Office suite.
• Able to work under pressure and meet deadlines without compromising on quality.
• Ability to multi-task and work independently.
• Fluent in English.

**Benefits**

This is a full-time position and there will be a nine month probationary period. Holiday entitlement is 33 days per annum plus eight days of public holidays. The salary will be in the range £39,992–£50,618 per annum.

**This is a fixed term post and the funds for this post are available for 15 months in the first instance.** Applicants from the University of Cambridge or any of the CCI partners wishing to undertake a secondment are welcome to apply.

The full incremental salary range for the position is advertised in order to demonstrate the progression for the Grade. In the majority of cases appointments will be made at the Grade minimum; only in very specific exceptional circumstances can a higher salary be offered.
The University of Cambridge comprises more than 150 departments, faculties, schools and other institutions, plus a central administration and 31 independent and autonomous Colleges. It is one of the world’s oldest and most successful Universities, with an outstanding reputation for academic achievement and research.

With excellent benefits, extensive learning opportunities and a stimulating and attractive environment, the University of Cambridge is a great place to work. Our employees are eligible for a wide range of competitive benefits and services. We give them access to numerous discounts on shopping, healthcare, financial services and public transport. We also offer final salary pensions and tax-efficient bicycle and car lease schemes.

We have two nurseries and a holiday play scheme to help support those with childcare responsibilities and we offer various types of family-friendly leave to aid employees’ work-life balance. In addition we operate a number of initiatives to promote career development, health and well-being.

Further details can be found at www.admin.cam.ac.uk/offices/hr/staff/benefits. There is also a range of information about living and working in Cambridge at www.jobs.cam.ac.uk.

Application arrangements

To submit an application for this vacancy, please search for this position on the University’s Job Opportunities website at www.jobs.cam.ac.uk and click on the "Apply online" button at the bottom of the relevant job description. This will route you to the University’s Web Recruitment System, where you will need to register an account (if you have not already) and log in before completing the online application form.

The closing date for applications is 19 March 2018.

We anticipate that interviews will take place on 23 March 2018.

Applicants are required to provide details of two referees. These will not be contacted unless the applicant is shortlisted.

Equality of opportunity at the University

The University of Cambridge is committed to a proactive approach to equality, which supports and encourages all under-represented groups, promotes an inclusive culture and values diversity. Entry into employment with the University is determined by personal merit and by the application of criteria required for the post. No applicant for an appointment or member of staff will be treated less favourably than another on the grounds of sex (including gender reassignment), marital or parental status, race, ethnic or national origin, colour, disability (including HIV status), sexual orientation, religion, age or socio-economic factors.

The University has various diversity networks which help it to progress equality; these include the Women’s Staff Network, the Disabled Staff Network, the Black and Minority Ethnic Staff Network and the Lesbian, Gay, Bisexual and Transgender Staff Network. In addition, the University was ranked in the top 100 employers for lesbian, gay and bisexual (LGB) staff in Stonewall’s Workplace Equality Index 2011.

Information if you have a disability

The University welcomes applications from individuals with disabilities and is committed to ensuring fair treatment throughout the recruitment process. Adjustments will be made, wherever reasonable to
do so, to enable applicants to compete to the best of their ability and, if successful, to assist them during their employment.

We encourage applicants to declare their disabilities in order that any special arrangements, particularly for the selection process, can be accommodated. Applicants or employees can declare a disability at any time.

Applicants wishing to discuss any special arrangements connected with their disability can, at any point in the recruitment process, contact a member of Cambridge Judge Business School’s HR team who are responsible for recruitment to this position, on (01223) 768497 or by email on hr@jbs.cam.ac.uk. Alternatively, applicants can contact the HR Business Manager responsible for the department they are applying to via hrenquiries@admin.cam.ac.uk.