

Job Profile: Carbon Calculator Manager

About the Farm Carbon Toolkit

The Farm Carbon Toolkit (FCT) is a leading, independent farmer-led UK enterprise. We support farmers and growers to reduce their carbon emissions and increase their carbon sequestration. For over 10 years, we have worked to further the understanding of greenhouse gas emissions in agriculture, providing tools for measurement and delivering projects that inspire real action on the ground.

Over the last 18 months, our organisation has been growing fast as demand for support in this area has increased. Our work is at the centre of supporting farmers to respond to the climate and nature crises we face. We strive to be the trusted “go-to” experts on farm and soil carbon, delivering a wide range of high impact, practical and meaningful projects and services.

Overview of this Role

As interest in our Farm Carbon Calculator software grows, we are seeking an individual who can help drive forwards our ambitions to provide the most trusted, robust and highly-regarded farm carbon calculator. You will be managing software trusted by thousands of farmers and farm advisors. As such, you will be a technical expert, driven to provide a high quality service to our users.

We anticipate this role will suit a candidate proficient in GHG footprinting methodologies and accounting frameworks, with a strong understanding of agricultural emissions and how they interact with farming practice. You will be comfortable managing and analysing datasets and complex spreadsheets, with a meticulous eye for detail. To ensure our Calculator remains at the forefront, you will be expected to proactively engage with, and unpick the latest research and industry knowledge around agricultural footprinting.

Furthermore, to ensure the Calculator is the most practical, easy-to-use and meaningful tool for farmers, you will collaborate with FCT’s project delivery team and selected users, to identify and prioritise improvements to the functionality and user interface.

You will be tasked with balancing calculator development with managing the existing calculator and supporting users, ensuring they receive high quality support and guidance, with easy access to various online resources such as the methodology, to promote transparency and build confidence in the software.

As you prioritise development efforts, you will keep the FCT team and key external stakeholders engaged with progress. You will work closely with our software developers to translate build requirements, obtain quotes, and manage the update progress, including robust testing procedures.

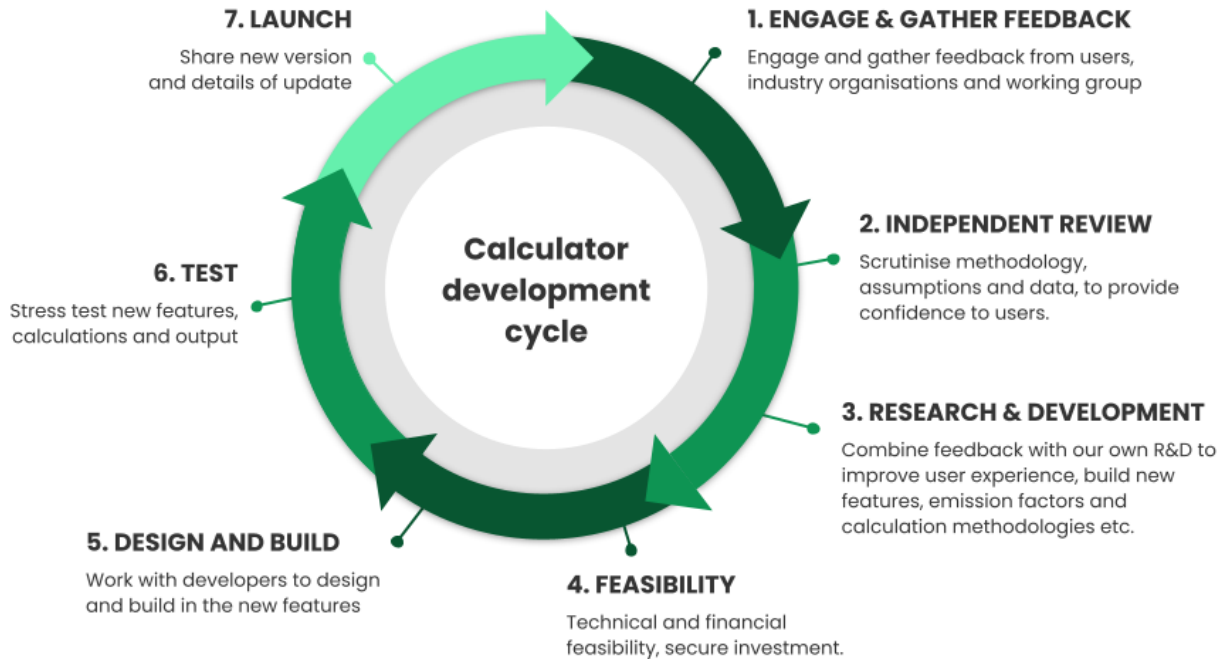
Role Profile

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| Job title | Carbon Calculator Manager |
| Reports to | Carbon Calculator Strategic Director |
| Location | UK home-based with occasional travel required for team meetings and events, typically in the South or South West. |
| Job summary | To maintain and develop our Farm Carbon Calculator, including the design of new features and work to increase its technical robustness, transparency and usability. |
| Key responsibilities | <p>Managing Calculator Development:</p> <ul style="list-style-type: none"> • Managing development of the Calculator to incorporate new features and ensure it is technically robust, accessible and easy-to-use. This involves managing the Calculator Development Cycle (see below). • To ensure the Calculator sits at the forefront of how we measure, understand and communicate farm-related GHG emissions and carbon sequestration on farms. • Work to align the Calculator with recognised standards and verification processes. • Set research priorities for emissions factors and undertake, and/or oversee delivery of those factors. <p>Maintenance and user support:</p> <ul style="list-style-type: none"> • Balance and prioritise new development needs relative to product maintenance and bug fixing. • To support the training and skills development of the FCT team on using the Calculator. • Respond in a clear, timely manner to user feedback and technical enquiries. • Maintain and build useful and accessible online resources for the Calculator, including clear guidance, methodology details and frequently asked questions. • Engage with the Calculator web development team to ensure the Calculator is maintained and developed to exact specifications, and ensure any bugs are fixed quickly. <p>Stakeholder and team engagement:</p> <ul style="list-style-type: none"> • Support external communication and transparency about the Calculator, including regular updates via our website and newsletter, to a high-quality and accessible standard. • Present updates and Calculator priorities to staff, directors and external audiences when required. |

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| | <p>Other:</p> <ul style="list-style-type: none"> • Work with the FCT team to promote the Calculator and identify new opportunities. • Data analysis to produce benchmarks and insight on carbon footprints. • To support business partnership and consultancy project work related to the Calculator e.g. design of bespoke versions and integrations into other platforms. |
| <p>Knowledge & experience</p> | <ul style="list-style-type: none"> • A sound knowledge of agricultural GHG emissions, with appreciation of the interactions between GHG emissions and different farming practices. • Up-to-date knowledge of, and experience of GHG footprinting methodologies, accounting protocols and standards, carbon calculators and data modelling, particularly in relation to agriculture. • Good understanding and knowledge of farming systems. Previous experience working with farmers or a farming background is desirable. • Experience of research processes and procedures. • Demonstrable project management experience. |
| <p>Qualifications</p> | <p>Educated to degree level in a relevant subject.</p> |
| <p>Capabilities required</p> | <p>Personal qualities</p> <ul style="list-style-type: none"> • Commitment to our purpose, culture and values. • Comfortable working on your own initiative and as part of a team. • A self-motivator and a motivator of others. Positive, enthusiastic and flexible. • Good communications skills - written and oral - able to turn the complexities around GHG footprinting into accessible and engaging language. • Able to prioritise and meet deadlines. • Personal resilience and adaptability in the face of uncertainty and complexity. • Self-reflective, with a commitment to continual learning and development. <p>Skills</p> <ul style="list-style-type: none"> • Proven Project Management experience and/or experience as a Product Manager. • Exceptional organisational skills. • Excellent interpersonal skills: able to build effective working relationships • Good writing skills • Experienced with carbon footprinting in agriculture including an understanding of underlying methodologies. |

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| | <ul style="list-style-type: none"> High level of IT competency expected, especially with spreadsheets and typical professional software (e.g. G-suite, Microsoft, Zoom etc). |
| Contract type | This is a permanent position. |
| Hours of work | Full time - 37.5 hours / wk. Four days per week (30 hours) may be considered, but please stipulate this request in your covering letter. |
| Pay details | £32,000 - £37,000 depending on experience |
| Holiday allowance | 25 days per year + bank holidays |
| Pension | We contribute 4% on top of your salary |
| Travel | Public transport expenses covered or mileage paid at 45p per mile. |
| Probationary period | 3 months |
| Equal Opportunities | We strive to be an equal opportunities employer and commitment to this process is expected. We welcome and encourage applications from anyone interested in this role who feels they have the relevant experience and skills. |
| Start date | As soon as possible |
| Notice period | 3 months |
| Date prepared | April 2022 |

Our Calculator Development Cycle



How to apply

Please submit your CV with a covering letter of no more than 2 pages of A4, outlining your relevant skills and experience for the role, to Samuel Smith, jobs@farmcarbontoolkit.org.uk. Please make sure that the file names of the documents you attach contain your name. Please do not include any photos.

Applications close on Monday 2 May 2022 midnight.

Interviews for shortlisted applicants will be conducted on **11 & 12 May 2022**. The start date for this position will be as soon as possible following this date.

Thank you for your interest in the Farm Carbon Toolkit and our job opportunities.