



Farm  
Carbon  
Toolkit

# Senior Advisor

## Job description



## **Job Description: Senior Advisor**

### **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 furthered the understanding of greenhouse gas emissions in agriculture, providing tools for measurement and delivering projects that inspire real action on the ground.

### **Overview of this Role**

This is an exciting role within a fast-growing and friendly team. This role is for an experienced farm sustainability expert with proven experience of working with farmers. You will lead projects aimed at supporting farms across the UK to understand their carbon footprint and take real, practical steps in the transition towards a fair, just and nature-friendly decarbonisation. You will also be part of the senior team developing new business opportunities and projects that allow us to work with more farmers and help move the industry forward.

We are an incredibly dedicated team of advisors and experts, passionate about farming and how we can best support farmers to understand and act on their carbon footprint. Working within our advisory team, you will report to the Technical and Business Development director, and have management responsibilities for advisors and sub contracted staff.

### **About the team and work environment**

We believe in being collaborative, practical, empathetic and science-driven. These core values help build our culture, shape our purpose and guide us in our actions and decisions.

We are inspired by farmers who are showcasing and helping to support a thriving low-carbon farming future that produces healthy, nutritious food for all. And in our work, we are committed to working with all farmers to support them towards this vision.

We are a small, remote-working organisation and recognise the challenges as well as the flexibility that this can bring. We come together as a full team, in-person, at least four times per year to reflect and discuss our work and plan for the future. As an advisory team, we meet in person bi-monthly to support and learn from each other.

We enjoy working together, collaborating, and learning from each other. We are a dynamic, flexible and supportive team of people who care about each other's wellbeing and the world around us.

We are an inclusive organisation, committed to building a team of capable and thriving people from all walks of life. As such, we encourage applications from anyone who feels they have the relevant experience and skills.

## Role Profile

<b>Job title</b>	<b>Senior Advisor</b>
<b>Job purpose</b>	To develop and deliver projects that provide support to farmers on managing greenhouse gas emissions and soil health together with management of farm carbon and soils advisors.
<b>Responsible to</b>	Business Development and Technical Director
<b>Location</b>	UK home-based with regular travel across the UK required to deliver projects. Candidates must have a valid right to work in the UK. <b>We are ideally looking for someone based in the Midlands / North.</b>
<b>Salary range</b>	£37,000 – £42,000 pro rata, based on experience
<b>Qualifications</b>	Educated to degree level, in a relevant subject or equivalent experience.
<b>Contract</b>	This is a permanent position. The notice period is two months. There is a probationary period of three months.
<b>Hours of work</b>	Full time – 37.5 hours / wk. Four days per week (30 hours) may be considered but please stipulate this request in your covering letter.
<b>Employee benefits</b>	<ul style="list-style-type: none"> <li>• 25 days per year + statutory holidays <i>pro rata</i>.</li> <li>• Pension – we contribute 5% on top of your salary</li> <li>• Generous budget for training and development</li> <li>• Employee Assistance Programme, provided by Life &amp; Progress</li> <li>• Free eye tests</li> <li>• Electric car salary sacrifice scheme</li> <li>• Flexible working arrangements</li> </ul>
<b>Travel</b>	Public transport expenses covered or mileage paid at HMRC rate (currently 45p per mile). A £4,000 annual car allowance is available to staff that travel over 4,000 miles per year.
<b>Equal Opportunities</b>	FCT is committed to promoting equality and diversity, providing an inclusive and co-operative environment in which all individuals working for and on behalf of the organisation feel respected and able to give their best. Commitment to our Diversity and Equalities Policy is expected and we welcome and encourage applications from anyone interested in this role who feels they have the relevant experience and skills.
<b>Start date</b>	As soon as possible.
<b>Date prepared</b>	August 2024

\*Full details of Conditions of Employment are set out in the Employment Contract, the main features of which are standard to all staff.

## Key Responsibilities

- Delivery and leadership of projects that involve provision of technical advice for farmers on resource management with a focus on carbon and soil health
- Production of carbon reports at farm and landscape scale and identification of solutions that reduce emissions and increase carbon removals.
- Take a lead on developing new business opportunities for Farm Carbon Toolkit alongside the Business Development Director.
- Contribute to enhancing our existing knowledge base of carbon positive farming systems.
- Contribute to the day to day running of FCT and advisory team development.

Please note that this list is indicative of the key responsibilities of this role but is not exhaustive and may change overtime to reflect relevant changes in line with business requirements.

## Knowledge, experience and capabilities

(E = Essential, D = Desirable)

### Capabilities and desirable experience:

- Experience in farm advisory work including building a rapport quickly with farmers and understanding how to support them (E);
- Experience of project management and business development (E);
- A sound knowledge of the practices, principles, barriers and opportunities for farmers as they adopt regenerative farming practices (E);
- Knowledge of sustainable soil management including assessment of soil health in field (E);
- Excellent written and verbal communication skills and confidence in customer facing environments (E);
- Proficient with IT software used in business, such as Google Workspace and Microsoft Office (E);
- Proficient in use of Excel or Google Sheets (D);
- Experience of carrying out carbon footprint calculations with farmers and interpreting the results (D);
- BASIS and FACTS qualifications (D);

## Personal qualities and values:

- Commitment to our purpose, culture and values, which include acting professionally, being respectful and inclusive, positive, collaborative, transparent, innovative and pragmatic;
- Motivated and solutions orientated; driven by results and accepting of responsibility for own actions;
- A good team player with the initiative, motivation and drive to work on their own;
- Builds strong and trusting working relationships;
- Excellent organisational skills, together with good communication skills - verbal and written;
- Self-reflective, with a commitment to continual learning and development;
- Car Driver with valid driving licence.

## How to apply

Submit your CV with a cover letter of no more than 2 pages of A4, outlining your relevant skills and experience for the role, to Rachel Hucker, [jobs@farmcarbontoolkit.org.uk](mailto: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 22 September 2024 midnight.**

**Interviews for shortlisted applicants will be conducted on Monday 30 September.**

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