



Job Description

Post:	Senior Consultant - General
Grade/Level:	3/Career
Pathway:	B – Technical and Consultancy Services
Responsible to:	Principal / Head of UK Operations

Introduction to Impactt

Impactt (www.impacttlimited.com), a leading human rights consultancy, has an exciting opportunity for a Senior Consultant. This is mid-level position offers a wide variety of client work in a variety of sectors worldwide, leading projects, developing products and services, and growing accounts.

The role will present opportunities for the right individual to significantly develop ethical trade related skills, and specialize in one or more of Impactt's core services: social audits and investigations; remediation programmes; and training and organisational change.

The candidate will ideally have a strong background in ethical trade, supply chains and/or business and human rights. They should be a motivated, self-starter with excellent cross-cultural skills. Culturally the role would suit someone who wants to make a difference in workplace human rights and be part of a supportive team environment.

Job purpose and key accountabilities

- 1. Service delivery:** Deliver Impactt's work in the areas of assessments and investigations, remediation and/or training with a variety of clients, sectors and geographies.
- 2. Project management:** Drive, manage and ensure that essential support to projects is provided, working with team members to achieve success.
- 3. Account management:** Proactively leading, managing and growing a number of medium to large clients/accounts and support growth of larger ones.

Key Responsibilities:

- Execute accurate, objective and high quality work by implementing all requirements indicated in the client specific procedures.
- Communicate to clients and stakeholders in a professional, objective, and clear manner.
- Submit reports and materials in a timely manner.
- Proactively and independently lead, manage and grow a number of medium to large clients/accounts and growth of larger accounts.
- Demonstrate excellent project management skills.
- Independently write clear, concise, proposals for and sell standard and more complex non-standard products to clients.
- Conduct standard fieldwork in the UK and internationally independently.



Candidate specification

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Category	Description	Essential / Desirable
Qualifications	Degree or equivalent qualification in a related field	Essential
	Relevant professional qualification or on the job training	Desirable
Experience	3-4 years' experience of delivering similar work	Essential
	Project management experience	Essential
	Experience of working/responding independently and dealing with unforeseen problems and circumstances	Essential
	Experience in business development including replying to RFPs and proposal writing	Desirable
Knowledge and skills	Excellent written and verbal communication skills in English	Essential
	Willingness and ability to travel to other regions and or throughout the UK (20-30% annually)	Essential
	Ability to work in fast paced work environment	Essential
	Ability to lead teams in the execution of project and train teams in key skills	Essential
	Practical knowledge of ethical trade/responsible sourcing / the social compliance agenda beyond compliance activities	Essential
	Proven analytical and problem solving capability	Essential
	Proven communication and interpersonal skills	Essential
	Understanding of relevant policy and legislation (labour law , ILO conventions , and international legislation) to area of work	Essential
Other	Ability to work outside normal hours including attendance at evening, and occasional weekend, meetings	Essential
	Committed to the values and objectives of Impactt Limited	Essential