

INTEGRITY ACTION

Job Title:	Head of Green Accountability
Salary:	£60,000
Type of role:	Preferably full-time but open to flexible working arrangements. 12-month contract
Location:	Home-based (candidate must be a UK tax resident)
Reporting to:	CEO
Application deadline:	16 Dec 2024

Integrity Action welcome and encourage applications from candidates who are likely to be underrepresented among senior management in the UK charity sector. Increasing the diversity of our Board and staff is an important objective within Integrity Action's [Power With approach: our journey towards gender, social and climate justice](#).

ABOUT THE ROLE

Integrity Action seeks a climate expert with strong programme design expertise to strengthen and expand our climate programming portfolio. In this role, you'll collaborate closely with our senior management team to maintain and elevate the quality of our programmes and fundraising. You'll bring technical knowledge and thought leadership to shape our current and future climate-focused programming, driving meaningful change in alignment with Integrity Action's mission.

INTEGRITY ACTION

[Integrity Action](#) is an innovative and award-winning charity devoted to fighting poverty and inequality through citizen-centred accountability. We equip citizens to assess vital development and humanitarian projects in their communities, report problems publicly, and work with those responsible to ensure the problems are fixed. Integrity Action has helped citizens across Africa, Asia, Europe, and the Middle East identify and solve thousands of problems and in so doing transform hardships into real-life benefits for hundreds of thousands of people. Our pioneering approach uses our tried and tested citizen-centred methodology and tools.

In 2024, we were awarded the Green Accountability technology accelerator from the World Bank. This has propelled a journey into understanding how our methodology can be integrated into the climate sector. Our first project focuses on integrity in the voluntary carbon market by applying our methodology to support citizen monitoring work within carbon projects. This purpose of this role is to propel and enhance that initiative and help to shape our wider green accountability programme. You'll leverage your climate expertise to provide technical guidance for programme design and fundraising.

KEY RESPONSIBILITIES

- Lead on and be the focal point for technical design insights to build our climate portfolio
- Identify project partnerships and facilitate co-creation of programme design
- Act as a strategic advisor to the organisation on climate related programming and how we can integrate citizen-centred accountability
- Support to Operations team (Head of Operations, Programme Implementation Manager, Evidence and Impact Manager, and Technology Manager) on the technical aspects of programme implementation
- Support to Head of Programme Development and fundraising consultants to incorporate technical design into winning bids and proposals
- Support to CEO and Head of Programme Development in networking and relationship-building within the climate sector, showcasing Integrity Action's programmes, technical insight and learning
- Responsible for identification, development, and maintenance of strategic relationships and global partnerships with relevant climate and voluntary carbon market stakeholders (e.g. donors, NGOs, research and educational institutions, private sector actors)
- Contribute to reporting efforts, including quarterly board papers, donor reports, research publications, and annual reports.

ESSENTIAL EXPERIENCE AND SKILLS

- Proven experience in designing, leading, and managing climate-related programs at a regional or global level
- Skilled in project partnership development and engagement
- Ability to manage and meet deadlines in a fast-paced environment, strong business acumen, critical thinking, and problem-solving skills
- Enthusiasm and willingness to build strong relationship with peers in the sector and ensure we learn about and share programmatic progress
- Strong understanding of challenges and opportunities in the development sector

DESIRED EXPERIENCE AND SKILLS

- Experience with social accountability in the climate sector
- Demonstrated experience in the voluntary carbon market
- Experience in bidding to trusts, foundations, and institutional/statutory grant-making bodies
- Public speaking experience

PERSONAL QUALITIES

- Committed to Integrity Action's [values and operating principles](#)

- Committed to Integrity Action's Power With Gender and Social Justice values
- Understanding of and commitment to locally led development
- Self-motivated, proactive, hands on and deadline oriented
- Attentive to detail
- Flexible with a practical, problem-solving, can-do attitude
- Capacity for self-reflection and a commitment to learning and growth
- Strong communication, listening and interpersonal skills
- Ability to maintain high standards of ethics, integrity, and professionalism and to handle sensitive financial information
- Positive, resilient and supportive of others

WORKING WITH INTEGRITY ACTION

We offer a flexible, inclusive, and collaborative work environment where each team member's contributions are valued and encouraged. Our team is made up of dedicated professionals who support each other's growth. We welcome applicants from diverse backgrounds and encourage a variety of experiences, believing diversity enriches our work and relationships. This role is preferably full-time, though we are open to flexible arrangements. While our team works remotely, the role does require occasional travel as we meet in person as a team in London at least once every two months.

ADDITIONAL INFORMATION

- **Holiday Entitlement:** 28 working days per year (pro rata), plus UK public holidays
- **Pension scheme:** All employees are eligible to join the NEST pension scheme, with matched contributions up to 5% of salary
- **Flexible working:** policy in place including a condensed hours option

TO APPLY

Please send your CV and a 1-2 page covering letter outlining your relevant experience and motivation for applying to **info@integrityaction.org** by **16 December 2024**. Only short-listed candidates will be contacted.

If you have questions or need to discuss the role before applying, contact brittany.stevens@integrityaction.org

For details on how we handle your data see our privacy notice:

<https://integrityaction.org/privacy-policy/>

This role is subject to Board approval on 12th December 2024.