

## Climate Sisters Programme Manager (Manchester & North West)

<b>Salary:</b>	£41,119 FTE, pro rata
<b>Contract:</b>	Permanent contract, part time (3.5 days per week)
<b>Location:</b>	Hybrid (Manchester Museum) with local travel throughout Manchester and the North West and occasional travel to our London office. Ability to work occasional evenings and weekends
<b>Reporting to:</b>	Head of Movements
<b>Job Summary:</b>	To develop, deliver and manage the Climate Sisters Programme in Manchester and the North West
<b>To apply:</b>	Please complete the application form and send to <a href="mailto:jobs@wen.org.uk">jobs@wen.org.uk</a>
<b>Deadline:</b>	<b>4th June, 5pm</b>
<b>Interviews:</b>	<b>First Interview (online): 16th June</b> <b>Second Interview (in person): 23rd June. Manchester location (tbc)</b>

### About the role and Wen's Climate Sisters Programme

The Climate Sisters project aims to make systemic change by amplifying underrepresented marginalised and racialised women's voices in climate justice debates and in the transition to a low-carbon economy. The 5 year project aims to engage women in Manchester and the North West through a participatory climate leadership programme. The project involves two phases. Phase One is a 10 week Feminist Climate Leadership workshop programme where groups of women collectively explore their priorities for climate justice at individual, local, regional, national and international levels. Phase Two involves participants developing creative projects to showcase the ideas and solutions from the combined cohort from the Phase One

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programme, working collaboratively with regular support sessions. The aim of this programme is to amplify and centre the voices of the underrepresented and marginalised women specifically in the climate arena. The approach to this will be underpinned by values that challenge patriarchy, colonialism and white supremacy, ableism and uphold care, collectivity, collaboration and non-competitive sisterhood.

The Climate Sisters Programme Manager will lead and manage this programme working closely with community partners and participants to deliver and inspire a participatory, impactful and co-produced project. The Climate Sisters Programme Manager will manage, supervise and motivate the Climate Sisters Project Coordinator.

Wen is committed to anti-racism and inclusive intersectional feminism which acknowledges how race, class, sexuality and disability intersect with gender in our day-to-day lives. Wen is open to all genders and is actively working towards being a trans inclusive organisation.

### **Key responsibilities:**

#### **Planning and Delivery**

- Take overall responsibility for the strategic planning, management and direction of the Climate Sisters Programme in your region
- Think creatively and ensure the Climate Sisters Programme is developed to meet its aims and ambitious vision
- Ensure that the agreed project outcomes are delivered successfully and on time
- Tailor, adapt, and deliver the Climate Sisters Feminist Climate Leadership Programme to each cohort in their respective communities
- Organise events to showcase the project, working collaboratively to co-produce these
- Facilitate positive, collaborative communication and teamwork across the programme and strengthen links with Wen's other areas of work and national campaigns
- Ensure that the project is developed and delivered in line with Wen's inclusive, intersectional and eco-feminist values

#### **Partnership management**

- Manage relationships with the project partners. Working closely with them to review

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- and develop how the programme is delivered to ensure impact
- Identify opportunities to amplify Climate Sisters participant voices in the climate space
- Build and develop partnerships with the other regional Climate Sisters Programme Managers
- Support the Climate Sisters Network/movement, and Steering Group (core partners), enabling co-production in these spaces

### **Administration and management**

- Line manage the Climate Sisters Project Coordinator
- Manage the regional project budget, ensuring that all partners keep suitable records of their expenditure and abide by Wen's financial policies and procedures
- Ensure all project reporting, monitoring & evaluation and administration is undertaken
- Identify funding opportunities and support project fundraising

### **Influencing and movement building**

- Develop knowledge and expertise in key areas of feminist climate leadership and spot opportunities to link the programme into local and national policy arenas
- Actively participate in movement building locally and nationally, nurturing relationships with existing partners and building new ones. Share learning from the Climate Sisters programme

### **Celebrating impact and sharing learning**

- Develop a communications plan for the Climate Sisters Programme including web content and social media posts working closely with Wen's Communications team
- Amplify racialised and marginalised women's voices through different platforms, supporting inclusive and empowering narratives around women's climate leadership
- Implement monitoring and evaluation processes, working with participants and partners to share learning, improve the project and evidence impact
- Record and build on the year-on-year learnings and achievements to produce a Climate Sisters legacy
- Build the profile of the Climate Sisters Programme, identifying local, national and

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international platforms where project learnings can be shared, and representing Wen

### **Building community engagement**

- Communicate the project's aims to community prospective and existing partners and individuals
- Identify key partners not already engaged in the project and work with them to build involvement

### **Other tasks**

You may be required to undertake other tasks relevant to the role or the wider organisation. We encourage active collaboration across the organisation.

### **Person specification**

#### **Essential Experience & Knowledge**

- At least 2 years' experience in managing the delivery of a project or programme with a proven ability to think strategically, build effective collaborative relationships with multiple and diverse stakeholders
- Experience of working in women's, environmental or community organisations or groups
- Experience of working on environmental, gender, racial and social justice issues with a proven intersectional feminist approach to climate justice
- Experience of delivering and designing training workshops to diverse audiences using participatory and inclusive approaches, facilitating women and community led solutions
- Excellent communication skills; the ability to communicate complex ideas and theories in simple and relatable terms across different platforms and audiences and to build effective collaborative relationships with a diverse range of groups and individuals

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- Ability to recognise/ challenge dominant norms, awareness of yours and your organisation's positionality and understanding of visible and invisible power dynamics
- Experience of co-producing events, managing budgets, monitoring, evaluation and reporting to funders
- Self-motivated, self-directed and able to work proactively, independently and flexibly
- Track record of raising the public profile of projects you have worked on

### Desirable

- Experience of policy environment work or local government
- Experience of managing, coaching and supporting others in their roles
- Experience of living or working in Manchester and/or the North West, knowledge of its geography, heritage, residents and local policy landscape with the ability to speak an additional community language

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### **ABOUT THE RECRUITMENT PROCESS**

We particularly encourage applications from People of Colour/ People of the Global Majority, LGBTQI+ people, people with disabilities, and those who identify as working-class/ from low-income backgrounds or who have done so in the past. This is because these groups are currently underrepresented in the environmental sector. Where two or more candidates are judged to be of equal merit, priority may be given to a candidate who belongs to a group less represented at Wen.

To apply for this role please fill in the application form and the equal opportunities form. Please ensure your application clearly demonstrates how you fulfil the person specification, as Wen assesses applications based on this.

Let us know if there are any reasonable adjustments you'd like us to make in the application and interview process because of a disability or health issue. If you have any questions about the role or the application process, please email [jobs@wen.org.uk](mailto:jobs@wen.org.uk) We are happy to talk about the role with you in more detail, and having questions now will not count against you in the interview.

The successful candidate will be required to comply with Wen's safeguarding policies and any appointment will be subject to satisfactory DBS checks and references.

Find out more about Wen on our website and social media:

- **Online:** [www.wen.org.uk](http://www.wen.org.uk)
- **Instagram:** [@Wen\\_UK](https://www.instagram.com/Wen_UK)
- **X:** [@Wen\\_UK](https://www.x.com/Wen_UK)
- **Facebook:** [www.facebook.com/WEN.UK1988](https://www.facebook.com/WEN.UK1988)