

CANDIDATE PACK

**Bioregional**

# Senior Sustainability Consultant

**Built environment**  
New build & business  
development

Minimum receipt  
and loss.

Drying room.

Quantity for  
at least

Aggressive estimate  
- comparison  
- this on  
- extra



# WELCOME



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## WELCOME LETTER

# Sue Riddlestone OBE

BIOREGIONAL CEO & CO-FOUNDER

**Dear candidate,**

Thank you for your interest in the role of Senior Sustainability Consultant (New build & Business Development) at Bioregional.

I co-founded Bioregional in 1994, and we've been breaking daunting sustainability challenges into achievable, collaborative steps ever since.

It is my great privilege to lead a small but passionate team of experts dedicated to helping businesses and communities to thrive within a sustainable world.

This challenge has never been more important, or more urgent, and so we are embarking on a new

growth strategy to scale up our impact.

As our Senior Sustainability Consultant in our Sustainable Places team, you'll play a leading role in growing Bioregional's new build sustainability consultancy offer, combining strong project delivery with commercial acumen and proactive business development.

I am proud of the culture that we've developed over the years at Bioregional. We are professional, honest, and always true to our values: we're big thinkers, holistic doers, and collaborative enablers.

And we pride ourselves on being a fantastic place for colleagues to

“

**I am proud of the culture that we've developed over the years at Bioregional. We are professional, honest, and always true to our values.**



develop their skills and careers, whether they are a recent graduate or a seasoned professional.

If you feel you have the skills and experience we're looking for, and you share our passion for securing a liveable future, then we would be delighted to hear from you.

If you have any questions about the role or the process, please email [recruitment@bioregional.com](mailto:recruitment@bioregional.com).

We look forward to receiving your application.

*Sue Riddlestone*



Your  
new  
role

YOUR NEW ROLE

# The headlines

## Senior Sustainability Consultant New build & Business Development

Team	<b>Sustainable Places</b>
Location	<b>Hybrid, London office</b>
Salary	<b>£38,000 to £60,000 depending on experience</b>
Contract	<b>Permanent</b>
Hours	<b>37.5 (5 days/week – although <u>we are currently working a 9-day fortnight with no loss of pay</u>)</b>



# Role & impact

## YOUR NEW ROLE

**You will play a leading role in growing Bioregional's new build sustainability consultancy offer, combining strong project delivery with commercial acumen and proactive business development.**

This is a dual-focus role. You will be expected both to originate, develop and convert new opportunities and to provide high-quality, credible technical advice to clients, ensuring our work is both commercially successful and genuinely impactful.

You will act as a trusted sustainability adviser, critical friend and champion across a portfolio of new build clients and projects. Alongside delivering robust, practical insight on energy, carbon and wider sustainability, you will also embrace our holistic, people shaped perspective – ensuring sustainability goals also support thriving, inclusive communities in line with our One Planet Living vision.

You will also take responsibility for identifying

and securing further work. This includes proactively following up enquiries and leads (particularly those generated by senior members of the team), building relationships with new clients, and growing existing accounts into long-term partnerships.



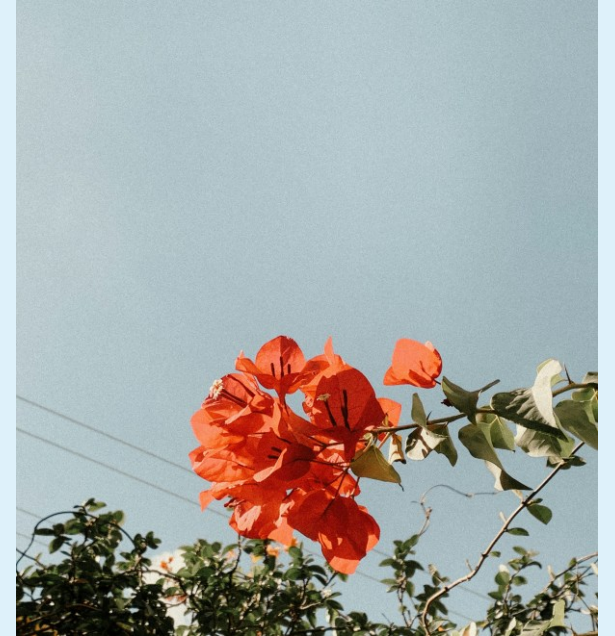
## YOUR NEW ROLE

# Scope

You will lead between five and seven active projects, acting as both account manager and technical adviser – ensuring excellent delivery while continuously seeing opportunities to extend and deepen client relationships to support them on their sustainability journey. You will do this by working closely with colleagues, who you will support to deliver high-quality consultancy outputs across a range of new build projects, contributing to the ongoing

development and strengthening of our technical offer.

You will bring energy, initiative and a strong commercial instinct. You will be comfortable pursuing new opportunities, representing Bioregional at events and conferences, and responding quickly and effectively to client and senior team needs. The role will involve occasional UK-based travel.



# Skills & attributes

## YOUR NEW ROLE

**You will have a strong commitment to tackling the climate and ecological emergency through practical, delivery-focused consultancy.**

You will be personable, proactive and commercially minded, with the confidence to engage clients, follow up on opportunities and convert leads into commissioned work.

You will:

- Be highly responsive to client needs and senior team direction, with strong emotional intelligence and professional judgement
- Have the initiative and drive to pursue new opportunities and follow up leads without requiring close direction
- Be confident representing Bioregional externally at events, conferences and client meetings
- Combine strong communication and

relationship-building skills with credibility in sustainability and the built environment

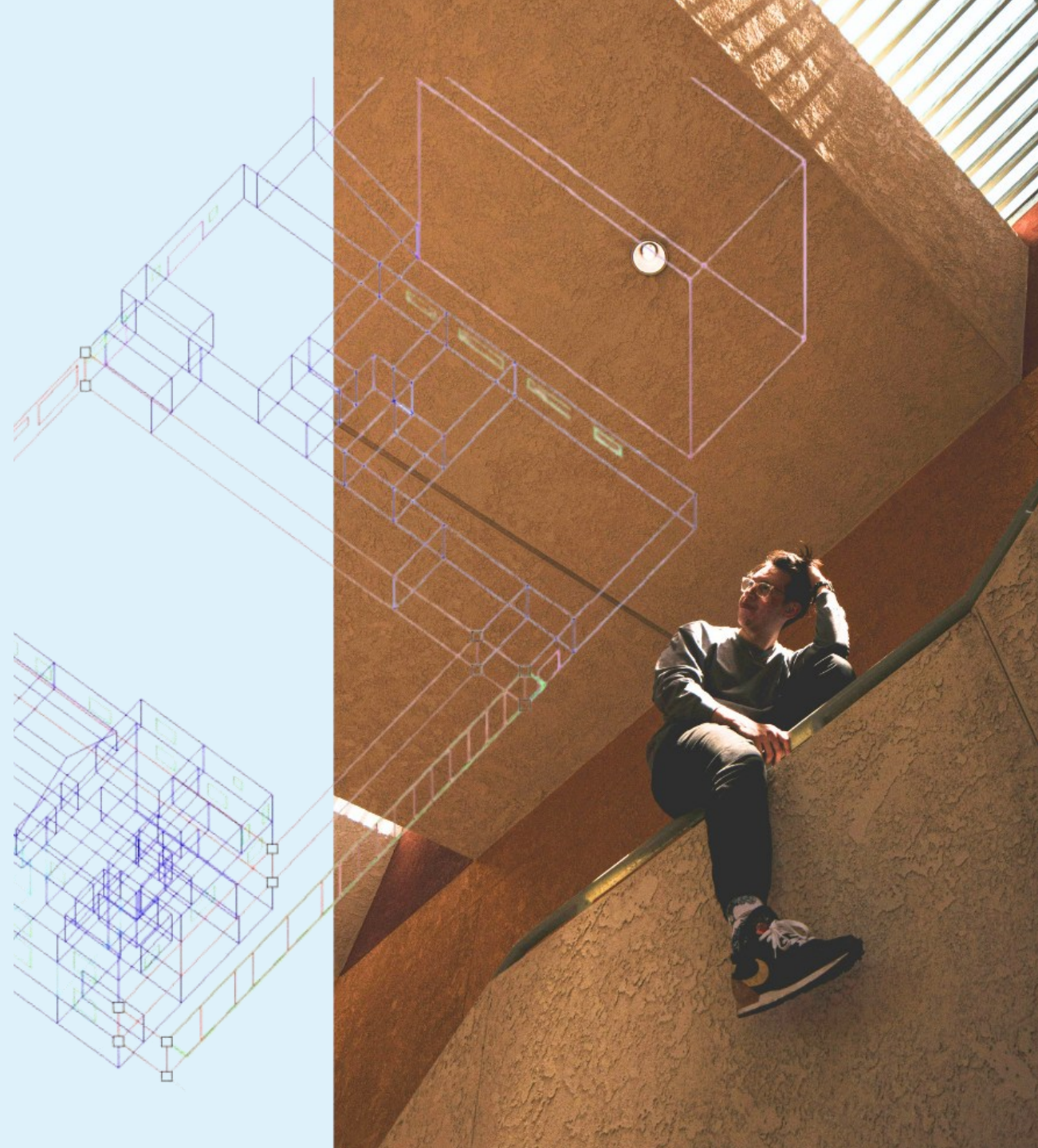
You will also:

- Be organised, analytical and able to oversee multiple workstreams
- Be capable of both delivering and quality-assuring technical outputs across a range of sustainability topics
- Be a collaborative team player who can support, inspire and develop colleagues

## YOUR NEW ROLE

**You will work as a senior team member and project director across our Sustainable Places Team.**

You will work closely with and be line-managed by the Director of Sustainable Places, and will occasionally be required to deputise for them. You will also support and mentor junior colleagues.



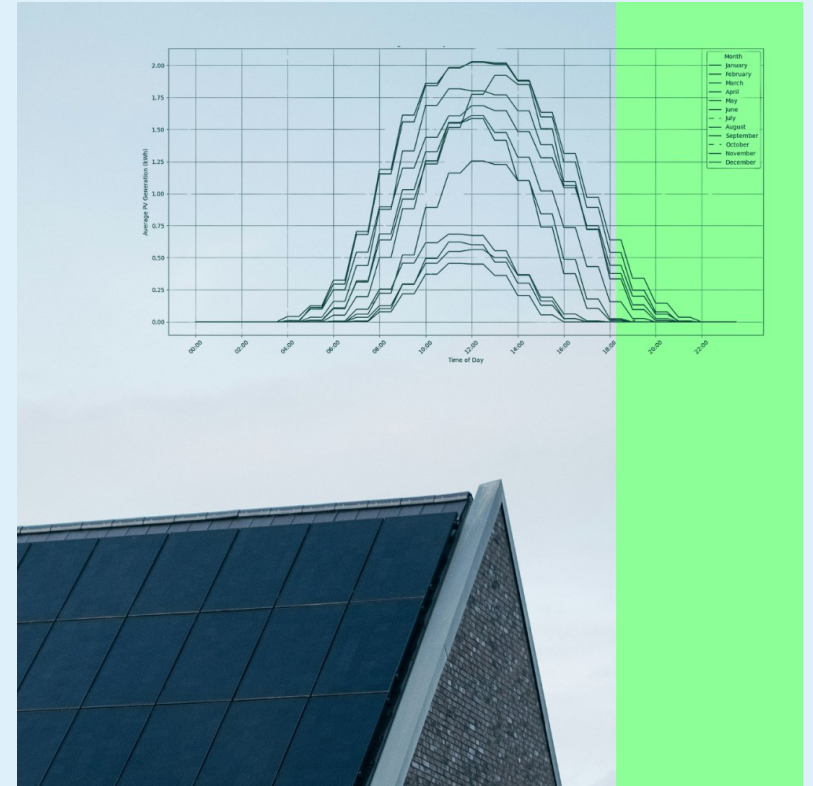
# Duties & responsibilities

## YOUR NEW ROLE

### Project delivery support

- Lead and support the delivery of a portfolio of 5–7 new build projects
- Provide client advice, ensuring high-quality outputs across sustainability, energy and carbon
- Manage client relationships day-to-day, ensuring satisfaction, repeat work and meaningful positive impacts for our clients
- Support project delivery across the team, including working with colleagues to ensure programmes are met, and outputs are robust
- Contribute technically across a broad range of sustainability topics relevant to new build development

55%



# Duties & responsibilities

## Business development

Accountable to and supported by the Head of Department, you will play a central role in driving growth of Bioregional's new build consultancy offer and impact, combining hands-on delivery of opportunities with strategic input into how we go to market. You will:

- **Originate, develop and convert new work**, taking a proactive approach to building and maintaining a strong pipeline of opportunities. This includes:
  - Identifying and engaging with new clients, sectors and routes to market
  - Actively following up enquiries and inbound leads, particularly those generated by senior members of the team
  - Turning early conversations and relationships into impactful commissioned projects
- **Act as an account manager for key clients**, building trusted, long-term relationships, understanding their needs and develop opportunities into repeat and expanded work. You will take responsibility for maintaining regular contact, understanding client priorities, and positioning Bioregional to respond early to emerging needs.
- **Maintain and grow a high-quality pipeline**, ensuring opportunities are well tracked from initial contact through to conversion, with strong ownership of progression and outcomes
- **Lead and contribute to bids and proposals**, working with colleagues to shape compelling offers, defining scope, methodology and pricing, and delivering high-quality submissions to tight deadlines
- **Represent Bioregional externally**, attending industry events, conferences and networking opportunities to generate leads, build relationships and raise our profile in the new build sector
- **Identify and shape new areas of work**, bringing insight from client conversations, delivery experience and market trends to evolve and expand Bioregional's new build offer

30%

# Duties & responsibilities

## Business development (continued)

Alongside this delivery focus, you will contribute to strengthening the team's overall approach to business development:

- **Strategy:** Contribute to the development and delivery of the new build business development strategy – helping to identify priority markets, clients, and effective routes to market, in collaboration with the Head of Department, CEO and senior team
- **Processes:** Support and embed robust business development processes, including pipeline management, CRM discipline, opportunity tracking, and continuous improvement of proposals and internal tools
- **Content and profile:** Contribute to thought leadership and outward-facing content (e.g. blogs, insights, events) to support knowledge sharing for wider impact, market positioning and lead generation

30%



# Duties & responsibilities

## YOUR NEW ROLE

### Team and line management

- Support and inspire the Sustainable Places team and oversee the team's business development for new build projects.
- Line management (where applicable).
- Contribute to developing organisation skills, including staff management and team-working.

5%

### Personal and professional development

- Undertake appropriate CPD to maintain knowledge and skills.
- Attend internal seminars.
- Keep up to speed on the latest trends in the new build sector.

5%

### Organisation administration

- Maintain a half-hourly timesheet each month.
- Keep up to date with Bioregional policy and communications.
- Take part in team activities.

5%

# Skills & experience

## YOUR NEW ROLE

We recognise that no one can meet all the requirements for a role, so if you believe this role is a good fit for you, we would love to hear from you, regardless of whether you meet all the criteria.

### Criteria

## 01. Skills/abilities

### Desired

- Strong client-facing communication skills, with the confidence to build trusted relationships, act as a day-to-day adviser and represent Bioregional with credibility in the new build sector
- Ability to proactively identify, pursue and convert new business opportunities, including following up leads and generating your own pipeline
- Strong account management skills, with the ability to grow existing client relationships into repeat and long-term work
- Ability to manage multiple new build projects and workstreams, balancing delivery, quality assurance, budgets and deadlines
- Strong written and verbal communication skills, including proposal writing, bid development and presenting to clients
- Highly organised and proactive, able to work independently, use initiative, and respond quickly to client and senior team needs
- Commercial awareness, with the judgement

to prioritise opportunities and focus effort where it will have most impact

- Strong analytical skills and attention to detail, ensuring robust and high-quality consultancy outputs
- Confidence attending and contributing to events, networking and business development activity
- Proficient in Microsoft Word, Excel and PowerPoint

### Pluses

- Experience in line management or mentoring junior colleagues
- Strong presentation and facilitation skills in client-facing and business development settings
- Experience using CRM, pipeline tracking or structured BD systems
- Experience contributing to thought leadership (e.g. blogs, events, insights) to support market profile
- Experience supporting or leading bids in a consultancy environment

# Skills & experience

Criteria

## 02. Knowledge

Desired

- Good working knowledge of sustainability issues relevant to new build development, including energy, carbon and wider environmental performance
- Understanding of the housebuilding / development sector, including commercial drivers and client priorities
- Broad knowledge across key sustainability topics (e.g. energy strategies, net zero, embodied carbon, planning policy) with the ability to apply these in a consultancy context
- Understanding of how consultancy projects are structured and delivered, including scoping, pricing and managing client expectations
- Awareness of how sustainability advice translates into practical delivery on new build sites and projects
- Strong alignment with climate action and delivering real-world impact through consultancy.

Pluses

- Deeper technical expertise in one or more areas (e.g. energy modelling, embodied carbon, planning policy, sustainability strategies)
- Understanding of market trends, policy changes (e.g. Future Homes Standard) and emerging opportunities in the new build sector
- Experience shaping or evolving service offers in response to client demand
- Knowledge of business development strategy, pipeline management or CRM systems

# Skills & experience

Criteria

## 03. Experience

Desired

- Demonstrable experience of 3+ years delivering consultancy or advisory projects in sustainability, built environment or related sectors
- Experience managing client relationships and acting as a key point of contact on live projects
- Experience contributing to business development activity — including proposals, bids or supporting work-winning
- Experience managing multiple priorities and delivering high-quality outputs across several projects simultaneously
- Experience working collaboratively in project teams and supporting the development of colleagues
- Experience responding to client needs and opportunities in a fast-paced, consultancy environment

Pluses

- Direct experience in new build sustainability consultancy, or working with developers / housebuilders
- Experience winning new work, growing client accounts or originating opportunities
- Experience developing or delivering sustainability strategies for new build developments
- Experience in line managing staff or formally supporting team development
- Experience representing an organisation externally (events, conferences, networking) and generating leads

# Skills & experience

**Criteria**

**04.**  
Education

**Desired**

- Educated to degree level in a relevant field such as environmental science, town planning, sustainability, geography, architecture, or engineering, or equivalent experience.

**Pluses**

- Master’s degree or postgraduate qualification in a related technical or planning subject.

**05.**  
Other requirements

- Clear commitment to climate action and sustainability
- Alignment with Bioregional’s mission, including One Planet Living principles
- Proactive, commercially minded and “go-getter” approach, with the energy to pursue opportunities and build relationships
- Personable, emotionally intelligent and able to build trust with clients and colleagues
- Willingness to travel occasionally within the UK

# About Bioregional





ABOUT BIOREGIONAL

We're the purpose-  
led sustainability  
consultancy that  
thinks big, works  
holistically and  
makes things  
simple



We are one of the UK's oldest sustainability consultancies. Founded in 1994, we have been winning awards and working with partners to create cutting-edge sustainability solutions ever since.

As a purpose-led organisation, our mission is to help businesses and communities to respond to the climate and ecological emergency, and to create a world in which we can all live happy and healthy lives within the limits of our planet's resources.

We focus on real-world impact, helping our clients innovate at the boundaries of best practice.

We have built our expertise, knowledge, and reputation by collaborating with leading industry players, including multinational retailers, housebuilders, real estate investors, pension funds, and local authorities.

As a social enterprise, we're committed to maximising our impact. We also devote time and resources to influencing policy and industry practices.

**In other words: we really mean it.**

# Our values

You'll join a team of sustainability experts dedicated to making even the biggest sustainability goals easy to realise.

We are entrepreneurial and professional, always delivering the highest standards of work and giving colleagues the freedom to innovate.

And we treat everyone with respect, support our colleagues, and embrace diversity and inclusion to create an environment in which everyone can thrive.



# How we roll

## ABOUT BIOREGIONAL



### Beyond compliance

We work with ambitious, inspiring businesses that want to do more than just tick sustainability boxes. We're a 'critical friend' - challenging and stretching our clients, in a positive way, of course. We're also experts at making it good business to do good.



### Never cookier-cutter

We bring decades of diverse, multi-sector experience to the table. This gives us rare breadth, depth and agility to adapt to our clients' company culture, projects and needs.



### Enablers not theorists

Translating complex goals into simple, concrete steps is our superpower. We work closely with clients to understand their current situation and guide them through the steps necessary for change.

# Our benefits



# Work-life balance



Work is only one part of your life, and making time for other things is important – be that your family, friends, or yourself.

In this role, you'd be required to be in our London office with the team or with clients for three days a week, leaving you the flexibility to work at different locations and times during the rest of the week, whether that be in the comfort of your own home or collaborating with colleagues in the office.

We are currently working a 9-day fortnight with no loss of pay.

That's every other Friday off, giving you more time back to do the things you love, with the people you love.

# Health and wellbeing

Health and wellbeing are fundamental to our ethos and our vision of a better world.

We make sure we're a great place to work through regular feedback with

colleagues and run regular social activities – in person and online – to build and maintain our positive working culture.

We are committed to supporting our team through a range of benefits, from our employee assistance programme to our cycle-to-work scheme.



# Professional development

We have a learning culture and help our people to enjoy rewarding careers where they will grow and develop their skills.

We build and share our knowledge through regular staff seminars and offer 10 days of training and development time each year, a training budget for each employee, plus additional support for formal training and study.

Our training pathway means that colleagues always understand and have access to the training they need to progress their career, be they an Analyst or a Head of Department.

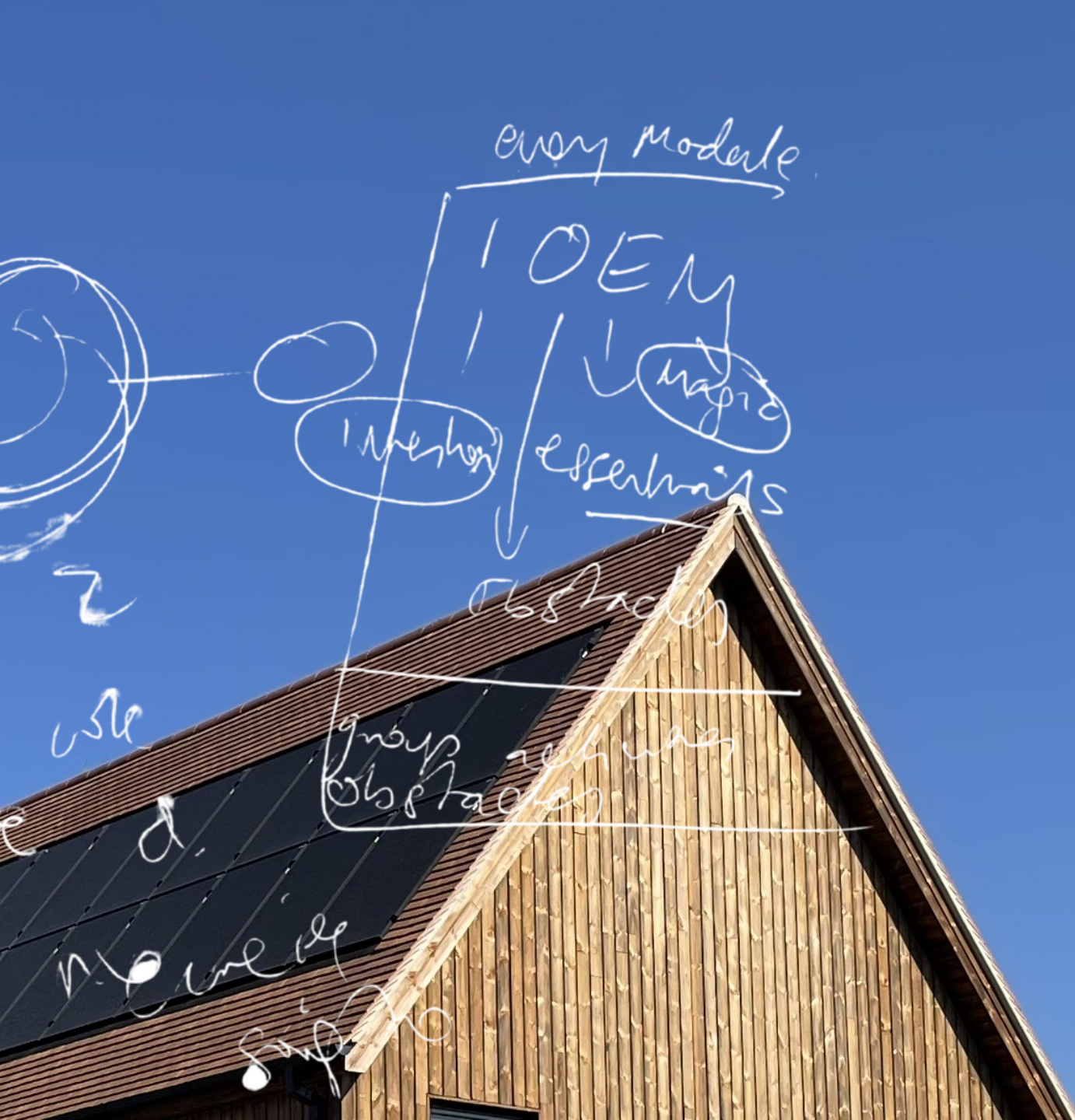


# An ethical employer



We live our values  
in everything we  
do.

As well as working from sustainable office space alongside like-minded businesses, your benefits include a 6% employer's ethical pension contribution and 25 days of annual leave, rising by one day for each year you work with us, for up to five years, to 30 days of annual leave.



# Impact, awards & culture



[Read our 2024/25 Impact Review.](#)

Small  
team.  
Big  
impact.

Last year, our **Sustainable Business** team supported 40 organisations to develop and deliver their sustainability strategies, product guidelines and net-zero roadmaps. These businesses collectively employ over **120,000 people, with a total turnover of over £17bn.**

Our **Sustainable Places** team worked with **4 developers and housebuilders** on projects that could deliver over **5,000 sustainable homes**, as well as over 350,000m<sup>2</sup>

of sustainable commercial or community space.

We supported nearly **30 local authorities** on their planning and policy work, which will help deliver approximately **19,000 sustainable homes** every year.

We make our **One Planet Living framework** available to use free of charge for communities, local authorities, businesses, and housebuilders around the world. Today, **7.3 million people across 22**

**countries and six continents** are living in or visiting cities and communities that have used One Planet Living.

There are hundreds of One Planet Living projects around the world, and the very best achieve the status of Leader or Global Leader, representing a gold standard in sustainable placemaking. There are now **35 One Planet Living Leaders and Global Leaders.**

# 30 years. 30+ awards.

Our data geeks have checked, and that's a pretty good ratio.



# Epic away days



(Often rainy.  
Always brilliant.)

# Sustainable offices & hybrid working



We offer flexible and hybrid working to help colleagues embrace the benefits of working from home, while ensuring we have enough time for face-to-face contact and collaboration.

You'll be able to work from our office at [Sustainable Ventures](#) in central London, Europe's largest climate tech ecosystem, offering easy commuting options and a wealth of local amenities on London's South Bank. We also work from the [Eco Business Centre](#) – the UK's first Passivhaus offices – in Bicester, Oxfordshire.

# We're committed to diversity, equity and inclusion



While others roll back their DE&I ambitions, we're upping ours.

We foster a supportive, inclusive workplace where people can be themselves and achieve great things.

We are committed to improving diversity and inclusion within our organisation – and we actively encourage applications from people of a Black, Asian or minority ethnic background. We

want to grow our team with a wealth of diverse ideas, opinions and perspectives and want to hear from you if you believe you can contribute to this.

We also collaborate with others to support industry-wide D&I initiatives. We make sure that the events we organise or take part in are as diverse as possible.

# Testimonials

“



Hannah Scott, Project Manager, 2018-23

**I knew from my first day that I had joined somewhere special.**

**Bioregional is a place of immense warmth and creative problem-solving.**



Lewis Knight, Director of Sustainable Places, 2013-present

**Bioregional really gives you the building blocks. If junior staff members have ideas, they will always be listened to, supported, and actively encouraged.**



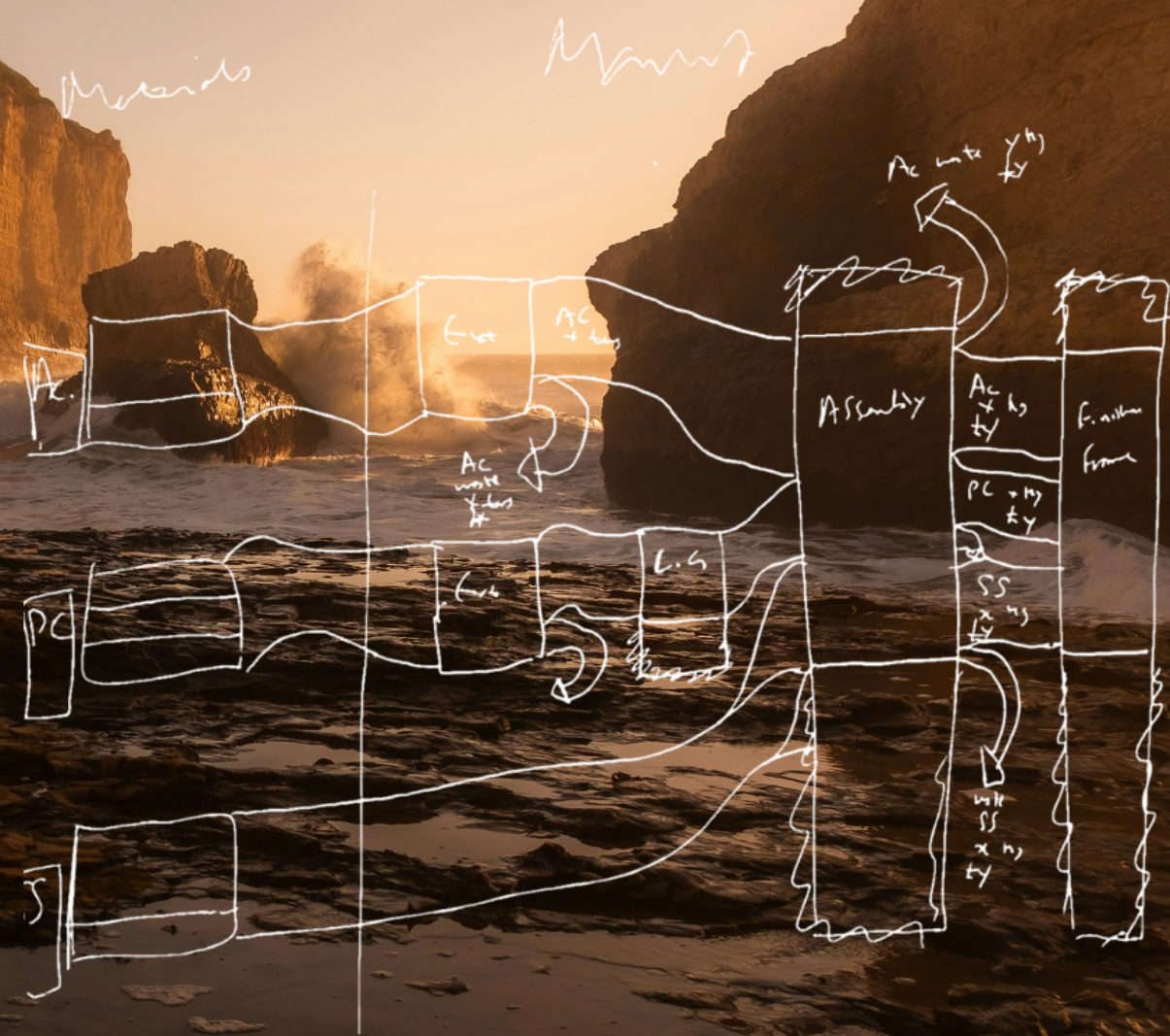
Joe Pitts-Cunningham, One Planet Living Lead, 2019-23

**I guarantee a supportive and passionate set of colleagues.**

**Bioregional is highly collaborative and friendly, but driven and daring.**



# How to apply



HOW TO APPLY

Apply by submitting a CV and cover letter, describing why you want the job and what you would bring to the role, to [recruitment@bioregional.com](mailto:recruitment@bioregional.com)

Deadline:  
**9am Monday  
15 June 2026**

If you think this role is right for you, then **we would love to hear from you, even if you think you don't meet all the requirements set out previously.**

THIS

We want to grow our team with a wealth of diverse ideas, opinions and perspectives and want to hear from you if you believe you can contribute to this.

We encourage you to apply for this role as soon as possible, as we will review applications and conduct initial interviews throughout the advertising period and reserve the right to close the advert early should we find the right candidate.

If we close the advert early, the webpage will be updated/removed.

Interviews will otherwise take place in w/c 22 June at our offices at Sustainable Ventures, County Hall, central London. Please let us know in your application if you will not be available during this period.

**Please tell us if you need any adjustments to help you apply or attend an interview.**

**We can't wait to hear from you**



# People-shaped support for planet-sized goals

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(parts) Inputs.

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needs. (1)

defining.  
we have  
heavy - reduce.

Seasons.

MS.  
→ Adaptation