

Sustainability Consultant

CANDIDATE PACK

Minimum acceptable
condition.

Big's room.

Quartzite on left /
at home.

Aggressive behavior
competition
this will be
united.

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 Sustainability Consultant (maternity cover) 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 a Sustainability Consultant in our Sustainable Business team, you'll work with clients across sectors including the built environment, retail, consumer goods, food and beverage, and professional services.

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

“

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.

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.

We look forward to receiving your application.



Sue Riddlestone



Your
new
role

Sustainability Consultant

Team	Sustainable Business
Location	Hybrid, London office
Salary	£38,500 - 44,000 p.a. depending on experience
Contract	12-month fixed contract (maternity leave cover, Oct 26 - Sep 27)
Hours	37.5 (5 days/week – although <u>we are currently working a 9-day fortnight</u> with no loss of pay)



Role & impact

YOUR NEW ROLE

Bioregional's award-winning Sustainable Business team supports clients to develop innovative and practical solutions that enable them to embark on a transformational sustainability journey.

We are looking for an experienced Sustainability Consultant to join on a 12-month contract.

This role will support the delivery and day-to-day management of client projects, working closely with Project Directors and

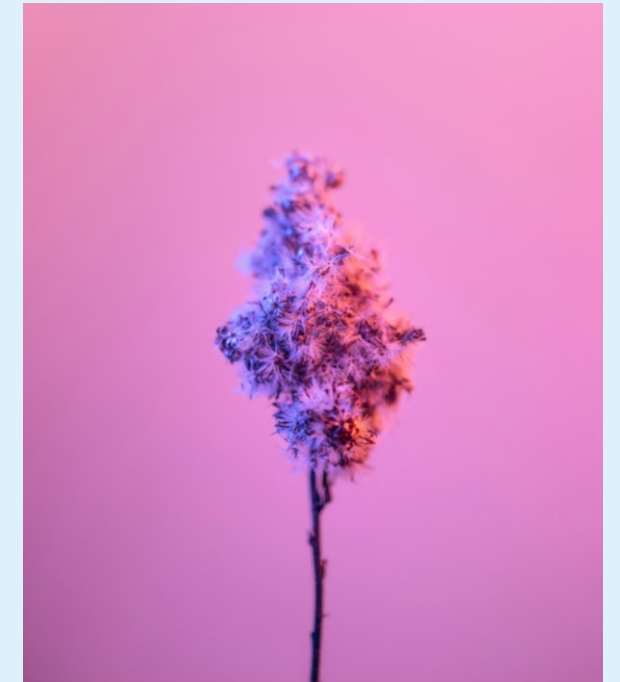
senior colleagues to deliver high-quality, commercially aware sustainability outputs.

You will help deliver around five to seven projects across:

- Corporate sustainability strategy, reporting and disclosure
- Decarbonisation and climate-risk-related work
- Circularity and value mapping

You will be line-managed by the Associate Director and

expected to manage day-to-day project delivery, client communication and internal coordination, with senior support and QA where required.



Role & impact

YOUR NEW ROLE

The role will involve working with clients across sectors including the built environment and real estate, retailers and consumer goods, food and beverage, and professional services.

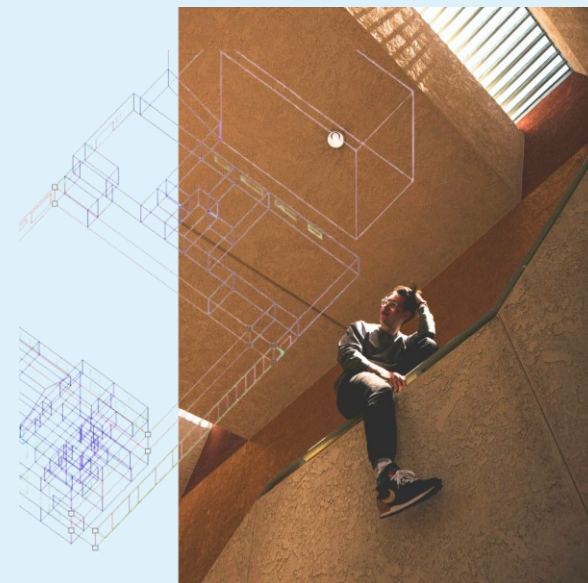
You will be responsible for coordinating project delivery, managing agreed workstreams, maintaining strong client communication, and ensuring outputs are clear, accurate, practical and useful.

This role will directly supervise the delivery of junior colleagues' work across the projects you manage. You will contribute to developing our ambitious junior consultants, helping them to deliver high-quality outputs and impact-driven work.

You will also contribute to Bioregional's growth and impact by maintaining strong relationships with existing clients, contributing to proposals, helping to win new projects and the development of our

service offering in line with the strategic objectives of the team and Bioregional's purpose.

The role will involve occasional UK travel.



Skills & attributes

YOUR NEW ROLE

As a key point of contact for high-profile clients, you will be professional, approachable and able to think on your feet. You will possess excellent project management, presentation and communication skills and be able to build and manage stakeholder relationships. You will have the ability to undertake and manage complex research and deliverables, being numerate, analytical, organised and commercial.

Key expertise that we are looking for in this role includes an understanding of sustainability reporting frameworks and assessments, such as GRI, SBTi, B Corp, EcoVadis, CSRD and CDP. Experience working in the retail and consumer goods sectors is ideal, and built environment/real estate sector is a bonus.



Skills & experience

YOUR NEW ROLE

Essential

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.

- Around 3-5 years' relevant experience in sustainability, ESG and reporting
- Experience supporting or managing client-facing projects, including coordinating timelines, budgets, resources and deliverables
- Evidence of supporting or delivering business development activities
- Strong project management skills, with the ability to manage multiple priorities and workstreams
- Good presentation and communication skills, with confidence managing client and stakeholder relationships
- Strong attention to detail, with skills in research, data analysis, critical thinking and problem solving
- Knowledge of retail, consumer goods or food and beverage services sectors
- Sound knowledge of corporate sustainability reporting and disclosure frameworks, such as CSRD/ESRS, GRI, CDP, TCFD/UK SRS, SECR, SBTi, EcoVadis and B Corp, as well as current and emerging sustainability regulation and policy
- Ability to produce clear, practical and well-structured outputs for clients
- A relevant degree, professional qualification, or equivalent experience
- Experience using AI or digital tools to support sustainability analysis, reporting or delivery
- A commitment to Bioregional's purpose and to practical, ambitious sustainability action
- Strong commercial awareness and financial acumen

Skills & experience

Desirable

It would be advantageous if you have experience in one or more of the following areas:

- Experience working with built environment, real estate, asset owner, estate or place-based clients
- Experience conducting double materiality assessments
- Experience developing reporting gap analyses, disclosure roadmaps or ESG evidence packs
- Carbon footprint reporting experience
- Knowledge of circular economy, nature reporting, climate risk or value chain assessment
- Experience with CRM or digital project management tools

Duties & responsibilities

YOUR NEW ROLE

Project delivery

- Deliver five to seven projects at any one time
- Project management and delivery will vary to suit project and client needs, but will include a mix of project delivery within a project team, project management and providing quality control
- Translate the client's key challenges into commercially aware, business-aligned, and contextually-driven outputs that focus on delivering transformational sustainability - aligned with business success
- Manage project processes on CMap (project management platform which does revenue scheduling, resource scheduling, budgeting)
- Be the day-to-day contact for relevant clients and internal project teams
- Maintain and develop client relationship, ensuring clear communication to client throughout
- Alongside Project Director, be responsible for the overall project success

65%

Business development

Be a key team member involved and contributing to Business Development.

- **Delivery:** Develop impactful, commercial and business-literate proposals
- **Strategy:** Contribute to the team's overall BD strategy, contributing to the development of services and target clients
- **Content:** Contribute to ideas for marketing, including blogs, webinars, white papers, events, website and social media content

25%

Duties & responsibilities

YOUR NEW ROLE

Personal and professional development

- Undertake training to develop knowledge and skills either in new or existing service areas
- Contribute to knowledge sharing, distilling relevant insights internally and to clients
- Keep up to speed on the latest market and scientific trends in sustainability

5%

Organisational management

- Support the delivery of Bioregional's One Planet Living action plan and take part in team activities.
- Keep up to date with Bioregional policy and communications.
- Maintaining accurate and up-to-date half hourly timesheets.

5%



About Bioregional



People-shaped support for planet-sized goals



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 do things

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.



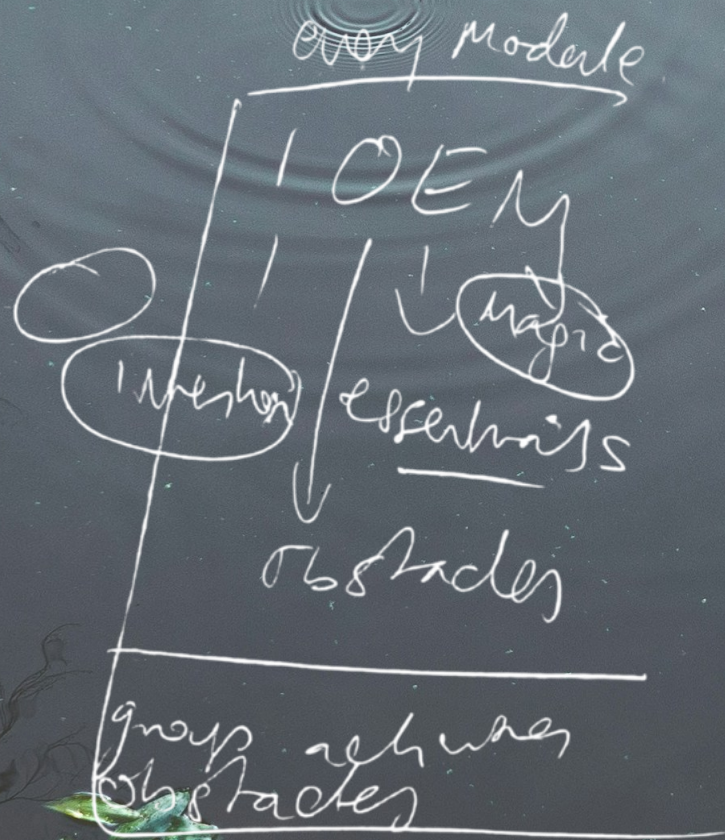
An ethical employer



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.

A music



Impact, awards & culture



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

Small
team.
Big
impact.

Last year, our **Sustainable Business** team supported more than 30 organisations to develop and deliver their sustainability strategies, product guidelines and net-zero roadmaps. These businesses collectively employ over **180,000 people, with a total turnover of over £24bn.**

Our **Sustainable Places** team supported more than **30 local authorities** on their planning and policy work, which will help deliver approximately **29,000 sustainable homes** every year.

We worked **with 4 developers** on projects that could deliver over **5,000 sustainable homes**, as well as over 350,000m² of sustainable commercial or community space.

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 **38 One Planet Living Leaders and Global Leaders**.

30 years. 30+ awards.

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



IMPACT, AWARDS & CULTURE

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're committed to diversity, equity and inclusion



While others roll back their 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

“

glassdoor®
5.0 | ★★★★★

Hannah Scott, Project Manager, 2018-23

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

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



Sian Cooke, Head of Sustainable Business, 2015-2024

Bioregional has a fantastic culture and is made up of truly talented people with a can-do attitude.



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

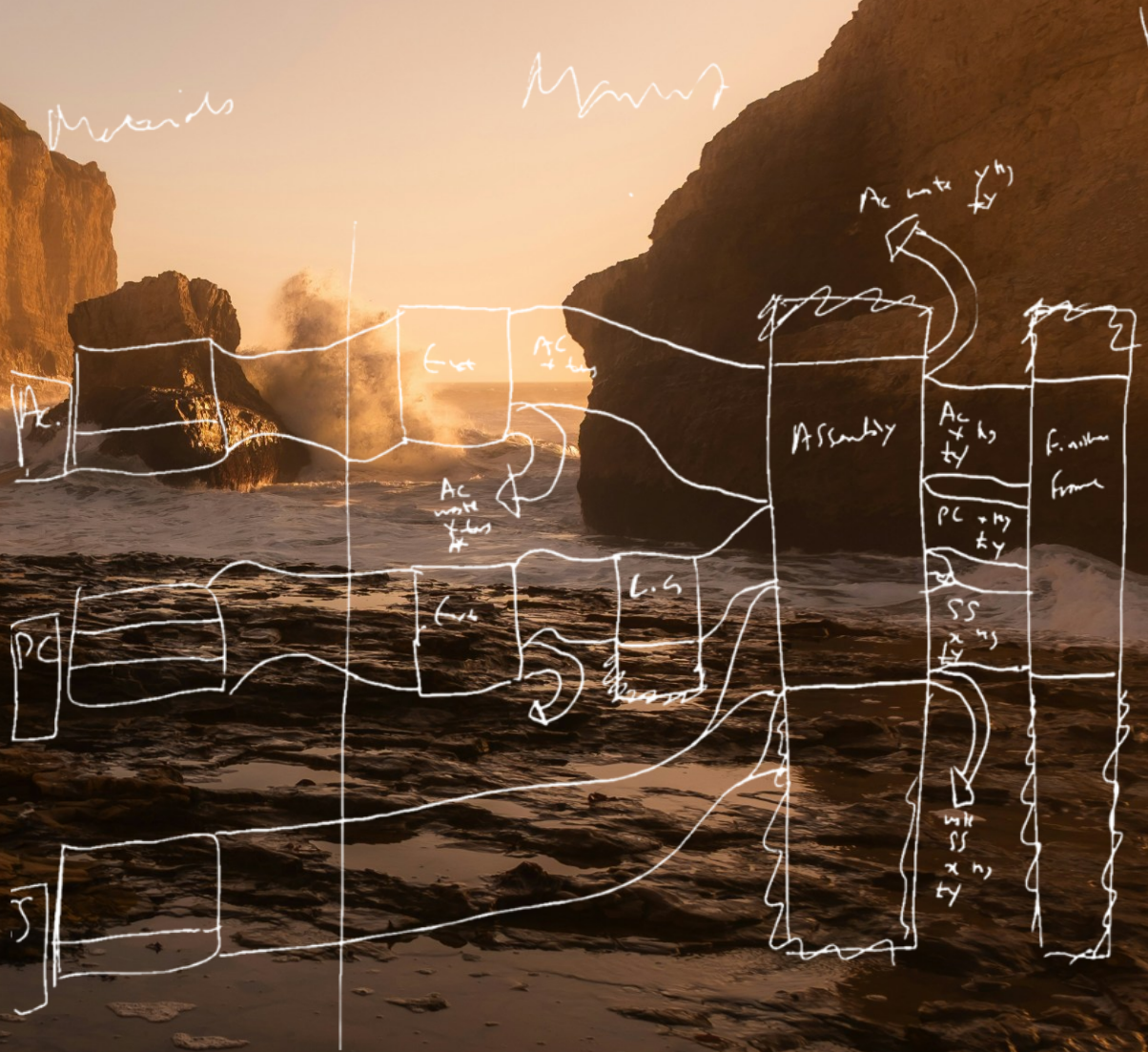
I guarantee a supportive and passionate set of colleagues.

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





How to
apply



A photograph of a person in mid-air, jumping from a rocky cliff into a body of water. The person is wearing a green swimsuit. The background shows a clear blue sky and a lush green landscape with trees and rocks.

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**

Deadline:
**9am Monday
7 September
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.

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.

First-round virtual interviews are planned for mid-September, and second-round interviews will take place in late September at our offices in central London.

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

bioregional.com