



## Project Manager Recruitment Briefing - 07/08/17

EAUC has a number of key projects to design and deliver on an out-sourced basis for the next period. Projects include updating our resilience guide for institution governors, supporting a business case briefing development programme and developing and writing funding bids for the next phase of the Living Lab programme. The projects reflect the organisations new strategic direction as outlined [here](#). We seek to contract one or more individuals/agencies to deliver the projects on a consultancy basis. All contractors will report to the CEO and receive the full support of the staff, Board and membership.

If you wish to be considered as a delivery partner for one or more of the three projects, please send a CV and cover letter (no more than two pages) which briefly outlines your proposed approach for the project(s) in question, your day rate and confirmation of availability for the project dates. Please send these in confidence to [ipatton@eauc.org.uk](mailto:ipatton@eauc.org.uk) by midnight of **Sunday 3<sup>rd</sup> September**.

### Project 1: Update EAUC Resilience Guide for University Governance

Project Start - Oct 17, Completion by March 18	Consultant Fee Max Budget £4,500 Project Expenditure Budget £4,000
--	---

Based on EAUC Strategic Goal - Strategic Alignment, the aim of the EAUC Resilience Guide is to demonstrate the governance and business benefits that a university or college can capitalise on by making sustainability resilience and opportunity a top team, top table issue, one that complements and enriches current institutional agendas.

Using the current Governance Guide as a starting point ([http://www.sustainabilityexchange.ac.uk/a\\_business\\_guide\\_for\\_university\\_governors](http://www.sustainabilityexchange.ac.uk/a_business_guide_for_university_governors)), you will design and implement a consultation programme to input into the updating of version 2. A small oversight group (including EAUC staff, Board and key sector leadership agencies) will be established and led by you to support and advise the work. The Guide will be edited, designed, republished and augmented by new case studies which you will source and write. A third party graphic designer will be used for design work. The EAUC office will support you accessing our members and wider stakeholders. To improve accessibility, the 2<sup>nd</sup> edition will also be made available in video and/or animation format for which we already have a proposed supplier.

You will design and implement the launch of the version 2 which will include profiling/presenting at sector leadership and wider sector events.

### Project 2: Business Case Briefings Writing

Project Start December 17, Project Completion by June 18	Consultant Fee Max Budget £6,000 Project Expenditure Budget £3,000
--	---

Based on EAUC Strategic Goal - Strategic Alignment the aim of the Business Case Briefings are to make the sustainability value proposition clear as they relate to the delivery of key institutional priorities. For EAUC Members to have maximum impact, they need to be able to influence their institutions at a strategic level. To do this, we are aligning EAUC and its members with institutional priorities including employability,

Registered Office : EAUC UK Office, University of Gloucestershire, The Park, Cheltenham, GL50 2RH  
Tel : 01242 714321, [info@eauc.org.uk](mailto:info@eauc.org.uk), [www.eauc.org.uk](http://www.eauc.org.uk)

In partnership with





quality teaching, student experience, internationalism, access and retention, social impact, retention and growth.

A small oversight group (including EAUC staff, Board and key sector sustainability leaders (the briefings customers) will be established by you to support and advise the work.

The initial series of 7 short (c 2,000 words each) digital business case guides will be produced to support sustainability leaders make the financial and evidence-based case to institutional leaders. The guides are likely to be based on employability, quality teaching, student experience, internationalism, access and retention, social impact, retention and growth but this can be reviewed and may be influenced by the Resilience Guide review and feedback from the oversight group.

You will need to have experience/understanding of institutional leadership and a strong grasp of the challenges and opportunities at the interface of institutional and sustainability leadership.

You will plan and implement the launch of the Briefings which will include profiling/presenting at key sector events.

### **Project 3: Living Lab Programme Funding Bid Development and Writing**

Project Start October 17, Project Completion by October 18	Consultant Fee Max Budget £6,000 Project Expenditure Budget £1,500
--	---

EAUC believe that the potential for Living Labs (LL) is transformational. Living Labs promise the opportunity of applied learning and employability skills for students, problem-solving for campus managers, a rich and real-world learning experience for academics and a redefined student experience and new levels of student retention and satisfaction for managers.

Recognising this, the EAUC has invested into in-depth, world-leading research. Living Labs are at the heart of the new EAUC strategy and provide the practical means to make sustainability not only 'good business' but the new norm in how we all work. For more see [http://www.eauc.org.uk/eauc\\_living\\_labs\\_project](http://www.eauc.org.uk/eauc_living_labs_project)

With world leading research now published, an engaged EAUC Community of Practice hungry for more insight and the first few dedicated institutional LL post holders appointed, this agenda has the potential to transform the boundaries between students and staff, campus, curriculum and community. EAUC requires funding to establish and support a number of pioneering LL pilots in member institutions plus funding to develop additional guidance to support members who wish to make the case for, establish and maintain a Living Lab. Funding might be through research institutes, Foundation or Trusts, company sponsorship or institutionally funded services or a combination of all.

You will have significant experience of developing and writing successful funding bids, sustainability and the Further and Higher Education sector. We anticipate no fewer than 5 bids being submitted in the timeframe each between £12,000 and £150,000. EAUC staff will support you and make the EAUC Living Lab Community of Practice and wider sector and out of sector agencies available to your work.

Registered Office : EAUC UK Office, University of Gloucestershire, The Park, Cheltenham, GL50 2RH  
Tel : 01242 714321, info@eauc.org.uk, www.eauc.org.uk

In partnership with

Company Limited by Guarantee in England & Wales No : 5183502 Charity No : 1106172  
Printed on 100% recycled paper

