

## Sustainability Consultant Associate Model

Higher Education specialist, the SUMS Group (SUMS), has partnered with sector leader in sustainability, EAUC, to deliver expert sustainability support to colleges and universities across the UK and beyond.

We are developing a network of expert consultants from the higher and further education sector to join our team of Associates to deliver high quality sustainability services.

### How the SUMS & EAUC Associate Model Works

Associate Consultants who join our team are a key component of our business model. They are experts in their own field and experienced specialists with in-depth experience of the further and higher education sector. Our Associates are not direct employees of SUMS or EAUC, but they are a hugely valued part of our community. Each engagement our Associate Consultants undertake is delivered on behalf of SUMS and EAUC, under the co-brand and as a SUMS and EAUC ambassador.

We will be delivering a range of assignments to SUMS and EAUC members covering various aspects of sustainability. Some may only require a small team to deliver whilst others may demand a larger team to ensure they are delivered to the required levels of excellence. As a SUMS/EAUC Associate Consultant you could be invited to be involved if your skills and experience are a good match.

Our Associate cohort work to zero-hours contracts. As assignments vary we do not know the volume of work and there is no guarantee because it is dependent on both the assignment pipeline and the areas of specialism required. As such, Associates often have a range of interests outside of this work. Some are working within an institution or maybe delivering consultancy to other clients. We actively encourage this on the basis that wider experience can only be good for us and our clients.

The key element is that you **must have capacity to undertake work**. Whilst the volume of work varies we would need a commitment of a minimum of 2 days per month as a baseline.

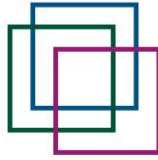
### Who are we looking for?

We want to speak with people who are interested in delivering consulting work for SUMS/EAUC on the Associate Consultant basis outlined above.

We are looking for genuine expertise in any sustainability service provision. All our Associates need to understand the nuances and complexities inherent within the HE and FE sector. They need to be comfortable facilitating sessions and building positive relationships with stakeholders from boards of governors, vice-chancellors/principals, executive teams, professional service functions and academic departments.

We are looking for expertise particularly, but not exclusively, on:

- Decarbonisation and carbon reduction plans
- Net-zero targets and plans



- Carbon emissions reporting and data management – Scopes 1, 2 and 3
- Carbon budgets and costings
- Sustainable construction
- Sustainable supply chains and procurement and supplier engagement
- Carbon offsetting and carbon markets
- Carbon/net-zero/sustainability strategy/policy development and writing
- Communications, engagement and partnerships
- Governance for sustainability
- Climate adaptation and risk assessments (as well as beyond physical risks)
- Organisational development/change management
- Sustainability literacy
- Biodiversity (including impact assessments)
- Carbon data collection and analysis
- Education for Sustainable Development (ESD)
- Curriculum/research mapping
- Decarbonisation analysis and technologies
- Scope 3

Your specialist knowledge is just one part of the picture. To join our team as a SUMS/EAUC Associate you will need to exhibit the highest levels of professionalism at all times. You'll need to be energetic, but cool under pressure; innovative, but able to translate that into the politically complex work of HE and FE; a people-person, but comfortable with data and details. We are looking for creative, dynamic thinkers with excellent interpersonal skills, an appetite for hard work and a commitment to excellence. Ultimately, if you are values-drive and thrive on complex problem-solving, if you share our passion for sustainability and the sector and if you have outstanding people skills then we want to hear from you!

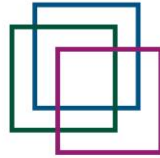
You might think we're asking a lot – and we are. That's why our expectations are balanced with rewards. We pay our Associates a highly competitive day rate which and we keep this under continuous review. As an Associate, you will be a full member of the SUMS community, with access to our Microsoft Teams sites, our IP and our community of practice groups. You'll receive a SUMS email address and you'll be profiled through our web and social media channels.

So, what does your success look like? Essentially, we expect all clients who work with us to look back on their engagements and feel confident that the extent of progress would not have been possible without us. We want them to regard SUMS/EAUC as the gold standard in sustainability consultancy for the education sector.

### **What essential competencies and behaviours do you need to join our team?**

There are some things that are non-negotiable. We hold our Associates to the same high standards as we hold our permanent staff. The following competences and behaviours underpin our, and your, success. We've listed them here with examples of how we expect you to demonstrate them:

- **A relentless focus on delivering excellence on behalf of the education clients we work with**



*You consistently bring higher levels of insight, a greater degree of responsiveness and a level of customer service to senior clients that is better than anything they experience in-house.*

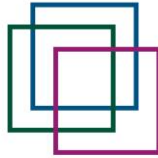
- **The highest standards of verbal and written communication**  
*Your emails and reports are fluent, well-crafted and accessible, free of grammatical errors. You have a personable and socially competent style that puts clients at ease and leads to meaningful and long-lasting relationships.*
- **An articulate and reliable ambassador for the SUMS Group & EAUC**  
*You actively showcase the wider work and capabilities of the SUMS Group and EAUC to your own networks. You willingly promote SUMS Group and EAUC events and insight through social media channels. You consistently work to defined SUMS/EAUC standards ranging from our document branding through to our values and behaviours.*
- **Absolute discretion and trustworthiness**  
*Clients can rely on you to safeguard confidential data, opinions and objectives. SUMS/EAUC can rely on you to use our IP only on SUMS/EAUC assignments and not for interests external to SUMS/EAUC.*
- **A commitment to continuous improvement in all that you do**  
*No matter your years of experience, or the extent of your seniority in previous roles, you have a voracious appetite for receiving and taking on board ongoing feedback about your performance.*
- **At ease with the need for flexibility and adaptability**  
*You are able to accommodate last-minute changes of plan and/or requests for an alternative approach without feeling pressurised or ruffled. You work just as comfortably as part of a large team as you do when delivering an assignment by yourself.*
- **Low management and quality assurance overhead**  
*You are proactive and confident in your approach, comfortable in proposing a way forward and enabling your assignment manager to influence it rather than expecting the approach to be provided for you. Your outputs are of sufficiently high calibre to reduce the burden on your assignment manager and prevent them from needing to make significant interventions in pursuit of higher quality.*

### **How do you join our Team and become a SUMS/EAUC Associate?**

If you would like to join our team and are confident that you can demonstrate these behaviours and competences, please email us at [info@eauc.org.uk](mailto:info@eauc.org.uk) with your CV and an outline of specific competencies.

The next stage in the process will be an informal conversation with an EAUC representative for all parties to get to know each other a little, to talk about the type of work that we've got on and to answer any initial questions you might have.

If both parties are happy to move forward, we will arrange a formal interview. Two members of the permanent team will be present, one of which will be the leader of the service area which best represents your experiences and skills as well as an EAUC representative. The first part of this interview will be a pseudo client interaction for which you'll be asked to prepare a two-page briefing paper or short PowerPoint presentation on a relevant sector issue. You will be asked to talk to this paper for 10 minutes before taking



questions. The rest of the interview will explore your experiences and skills in the context of the FE and HE sector and its current challenges, and SUMS and EAUC as membership organisations, as well as specific consulting competencies and behaviours as outlined above.

Contracts with associates can be via their institution or on a self-employed basis. For those wishing to do on a self-employed basis, you are responsible for your own tax requirements and have to have public liability insurance in place.

You can see our current cohort of associates at  
[https://www.eauc.org.uk/sums\\_sustainability\\_consulting\\_services](https://www.eauc.org.uk/sums_sustainability_consulting_services)