Making respect for human rights part of everyday business.

Head of Built Environment

Application Deadline:
11 JANUARY 2023
9.00AM - UK TIME

www.IHRB.org

Colombia | Côte d’Ivoire | Denmark | France | Greece | Mexico | Myanmar | Singapore | UK | USA
IHRB’s programme on Dignity in the Built Environment advances human rights throughout the built environment lifecycle. Focus areas include non-discrimination and social inclusion, the right to adequate housing, physical and mental health, and construction workers’ rights. The programme has a strong emphasis on centring these issues in the context of climate action for buildings and infrastructure (decarbonisation and resilience): to strengthen pathways for a just transition in the built environment. The programme advances two interconnected tracks of policy advocacy and project-level implementation, supported by research and communications.

The programme was initiated in 2019 with the foundational report “Dignity by Design: Human Rights and the Built Environment Lifecycle”.

We are looking for a dynamic Head of Built Environment to lead this programme through its next stage of development. If you are passionate about social change and human rights, have a deep understanding of built environment public and private sector actors - such as urban planning, finance, construction, architecture and engineering - and a strong track record of programme strategy and delivery, this role is for you.
THE ROLE

Title: Head of Built Environment

Reporting To: CEO

Start Date: February 2023 (ideally)

Hours: Full-time (37.5 hours / 5 days per week) or part-time (30 hours / 4 days per week)

Location: Compatibility with Europe timezone (desirable)

Duration: £60,000-68,000 per annum pro-rata depending on experience. This post will have a contract or consultancy agreement subject to UK law. Equivalent consulting rate offered to non-UK based applicants. PAYE contracts can be offered to UK-based applicants.

What You Will Do

Key responsibilities will include, but are not limited to:

**Programme Strategic Leadership**

Ensure delivery of existing donor commitments while guiding the strategic direction of the programme, in the following areas:

- **Human rights grounding:** Bring a strong human rights dimension into built environment decision-making spaces, including through engagement with rights-holders and civil society organisations (particularly those working on the right to housing, and workers’ rights).

- **Harness public and private sector leverage points:** With the Framework for Dignity in the Built Environment as a touch-point, advocate for integration of rights-based approaches from the earliest stages of the built environment lifecycle onwards, including in: government legislation, planning and procurement practices; financial capital allocation and portfolio engagement; industry standards; and project-level implementation (project plans, contracts, materials selection and supply chain due diligence).

- **Building Dignity Projects:** Oversee and expand a model of integrating the Framework for Dignity in the Built Environment in specific built projects, building on the two that are already underway.

- **Advance a just transition:** Together with partners and the IHRB Head of Just Transition, continue building a global agenda for a just transition in the built environment, actively engaging in relevant national and international fora and overseeing the global action research and narrative project “Building for Today and the Future”, which involves deep-dives in eight cities globally, linked up to regional and international advocacy.
Operational Management and Implementation

- Expand a dynamic network of programme partners and engaged stakeholders, through effective building and maintaining of working relationships
- Work closely and effectively with partners in the Coalition for Dignity in the Built Environment (in addition to IHRB, these are the Raoul Wallenberg Institute, Rafto Foundation and Melbourne University School of Design)
- Responsibility for programme budget, donor relationships, deliverables and reporting
- Line management responsibility (currently Global Programme Manager and Europe Programme Manager), and work collaboratively with other teams, including on cross-cutting themes, programme-related communications and administrative support
- Oversight for the recruitment and management of consultants and local facilitators
- Ensure that the necessary systems are in place for effective programme delivery (such as contact databases, shared project management tools, and outcomes tracking)
- Represent IHRB at programme-related events and in the media; give presentations and moderate panels as appropriate
- Ensure alignment with IHRB’s commitment to the Just Transition and our other programmes and work effectively with other members of the virtual global team.

Fundraising

- Identify and develop new pipelines of funding support, for example from EU funds, development agencies and foundations, to establish a sustainable fundraising plan for the programme.
What We’re Looking For

Applicants should highlight their alignment with as many of the requirements below as possible.

**Essential**

- At least 5 years’ proven experience of leading effective and innovative programmes that lead to social and environmental change
- Excellent people-management skills, including emotional intelligence, ability to guide and learn from team members, to provide clear personal development pathways and to ensure strong programme outcomes. Proven ability to coordinate across teams and time zones
- Experience working in or closely with the built environment sectors: planning, architecture, engineering, construction, or related investment fields – including a deep understanding of how these industries work, effective leverage points for change, and climate and social equity challenges that the sectors face
- Knowledge of the international human rights framework and how this applies to business
- A proven track record in successfully establishing and maintaining strategic relationships and effective global partnerships
- Entrepreneurial and creative approach to problem-solving, tackling challenges, spotting and maximising opportunities, accompanied by strong strategic prioritization skills
- Fluency in English, with excellent written and spoken communication skills including public speaking

**Desirable**

- Deep familiarity with the built environment policy landscape in Europe and in one other region, and established networks of decision-makers in those regions
- Experience in successfully identifying and securing funding opportunities and negotiating funding agreements
- Demonstrable experience of successful budget and donor relationship management, and reporting
- Attention to detail and ability to maintaining a high level of accuracy in preparing and presenting information
- Experience of moderating panels, virtually and in-person
- Experience of implementation of pilot projects
TIMELINE & PROCESS

1. **Deadline for application:** 11 January 2023, 9am UK time

2. **Interviews:** Interviews will be held in the week of 16th January via Zoom. Applicants should ensure their availability for a 1.5-hour slot between the hours of 11 – 5pm UK time on these dates: this will include a one-hour interview, and half-hour written assignment. Short-listed candidates will be notified and invited by email by close of business UK time on 13th January. Only successful applicants will be notified.

3. **Expected start date:** Ideally February 2023. A job offer will be subject to the receipt of at least two satisfactory references.

Please email your CV and a cover letter conveying what you would bring to this role to Denise Derbyshire, at recruitment@ihrb.org, with “Head of Built Environment Application” in the subject line. In your cover letter you must address the above Person Specification to show your suitability for this role. Please specify if you are applying for a full time (5 days per week) or part time role (4 days per week), and indicate where you are located, and where you saw the vacancy advertised. References will be sought for shortlisted candidates after interview."

As part of our ongoing commitment to an accessible recruitment process, applicants with disabilities are encouraged to contact IHRB to discuss any support or assistance they may have during the application or recruitment process. Please contact Denise Derbyshire, IHRB’s Administrator, via email - recruitment@ihrb.org - in the first instance.

IHRB is an equal opportunities employer and encourages applications from all individuals regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage and civil partnerships. This means we will not discriminate against candidates or employees based on their protected characteristics.

Included in the candidate pack is an optional Equality and Diversity Monitoring Form. The information collected is confidential and anonymous and will not be used in any decision making for this role.

You do not have to complete and return this document but doing so will help IHRB maintain equal opportunities in all of our recruitment processes.

Applications from unsuccessful candidates will be held on file for 6 months after the end of the recruitment process.
Founded in 2009, IHRB is the leading international think tank on business and human rights. IHRB’s mission is to shape policy, advance practice, and strengthen accountability to make respect for human rights part of everyday business.

IHRB serves as an independent voice on human rights and business issues around the world, including holding special consultative status with the United Nations (ECOSOC). We produce in-depth reports, practical briefings, and regular commentaries. We provide trusted and impartial advice to governments, businesses, and international organisations. We bring together leading experts with diverse stakeholders to discuss timely subjects on the business and human rights agenda.

Collaboration and innovation are core to IHRB’s mission. Our partnerships range from one-off topical convenings to multi-year programmes. We work directly with business leaders, government officials, international organisations, civil society, and others to evaluate the effectiveness of policies, practices, and responses. We also catalyse new initiatives dedicated to filling gaps in key areas or regions requiring leadership, partnership, and targeted intervention.

Since its founding, IHRB has established a number of organisations and initiatives that are now free-standing, namely: the Myanmar Centre for Responsible Business (MCRB), Centro Regional de Empresas y Emprendimientos Responsables (CREER), the Corporate Human Rights Benchmark (CHRB), and the Centre for Sport and Human Rights (CSHR).

IHRB’s focus areas are diverse and reflect some of the most important and emerging human rights issues facing business. Our programmes address the rights of migrant workers in global supply chains, the importance of ensuring just transitions for workers and communities in the adaptation to low carbon economies, more effective and accountable decision making across the built environment lifecycle, and the need for due diligence standards and practices throughout the shipping industry, amongst others.

Further reading

- Dignity by Design: Human Rights and the Built Environment Lifecycle
- Better Building(s): Financing Human Rights-based Decarbonisation in Europe
- Additional materials from the built environment programme