

## **Start Up Coach, Future Business Centre Peterborough (ERDF Funded)**

**Full-Time (35 hours a week) though part time may be possible – Fixed term until end June 2023**

**Salary: Between £28,000 and £35,000 pro rata depending on experience**

**Based: Future Business Centre Peterborough**

**Reports to: Head of Enterprise Programmes**

**Candidates must be eligible to work in the UK without sponsorship.**

### **About Us**

Allia is a charity that helps small businesses and charities to develop, grow and achieve their impact aims, through a range of ways. From its Future Business Centres that support local business communities; its support programmes that help entrepreneurs and ventures to grow their ideas and businesses; and through advising and arranging finance for charitable organisations.

Since 1999, with initiatives across the UK that include housing, cleantech and social innovation, it has helped hundreds of start-ups, small businesses and impact ventures to develop and scale, enabling significant employment opportunities, transforming communities and creating positive impact for people, place and planet.

Our people are pivotal to our success and we have grown expediently. Our team is almost 50 strong in 4 locations and we continue to add to this number. We are an equal opportunities employer who embraces diversity, inclusion and flexible working. In fact, we were recently awarded the best not-for-profit employer for employee engagement in the Eastern region. We offer a great working environment, true team working ethos, good benefits and much more.

### **About you**

Allia is looking for an experienced business advisor with a track record of advising social, cleantech and environmental impact businesses in the UK who will be able to help deliver a programme of outreach, ideation and development to find and support new and emerging impact entrepreneurs and ventures. You will be part of a highly motivated, entrepreneurial team, reporting to the Head of Enterprise Programmes, and will bring direct experience of delivering externally funded programmes. You will have the chance to work at the cutting edge of social innovation and be involved in empowering and encouraging entrepreneurs and early stage ventures on the path to achieving significant social and environmental impact. This role brings with it a high level of direct client interaction, relationship building and account management.

### **Role Responsibilities**

You will assist in the development and direct delivery of Allia's work in stimulating and supporting social and environmental entrepreneurship. This will include a number of responsibilities, including:

- Working as part of the Enterprise Support team to assist in the development, preparation, planning and implementation of business support programmes
- Support marketing efforts and drive the awareness of and demand for the programmes
- Coordinate and co-deliver Ideation & Validation, Impact Accelerator and Grow Your Business programmes
- Progress tracking and reporting on individuals and supported ventures, as well as the impact and success of the outreach and ideation programmes
- Develop relationships with key partners in the region including FE, HE, community, low carbon and VCS sectors

### Person Specification

The role would suit someone with an entrepreneurial mindset with significant experience in providing individuals as well as early stage ventures with business advice and mentoring. Knowledge of, and commitment to, social and environmental innovation, ventures and investment is a must as is experience in delivering funded programmes with stringent reporting requirements.

### Essential

- An experienced business advisor and mentor with experience in the social and/or environmental sectors
- Strong connections in the Peterborough/Cambridge/GCGP entrepreneurial ecosystem
- Experience of delivering business support programmes to diverse and/or migrant communities
- Sound knowledge of, and commitment to, social and environmental innovation, ventures and entrepreneurs
- Experience in delivering activity to stimulate enterprise, ideation and early stage venture support
- Experience in planning and delivering externally funded business support programmes and taking responsibility for tracking and reporting
- Established contacts with key entrepreneurial venture stakeholders (e.g. investors, supporters, mentors, academia and service providers)
- Demonstrable ability to work with, and connect, communities
- Eligible to live and work in the UK and fluency in English
- Hold a valid driving licence and have own transport

### Desirable

- 3 years+ experience providing business advice
- Previous involvement in supporting the long term unemployed to start businesses
- Previous experience of managing an accelerator programme and using 3rd parties to deliver the curriculum
- Prior experience of delivering ERDF or EU funded programmes

We are committed to equality and diversity for our ventures, tenants, colleagues, volunteers, trustees and supporters. We value the strength that comes with difference and the positive contribution that diversity brings to the communities in which we serve. We are working to increase diversity and would particularly welcome applications from groups that are currently under-represented, including those from a BAME background.

To apply for this role, please send an up to date CV with a supporting covering letter highlighting your skills and experience along with why we should consider you for the role and your salary expectations to [recruitment@allia.org.uk](mailto:recruitment@allia.org.uk). Applications will not be considered without this information.

All applications should be submitted by 5pm on 14<sup>th</sup> May 2021.  
Previous applicants need not apply.

### Notification of Partial Financial Support from European Regional Development Fund

This role is part funded by the European Regional Development Fund. The UK's departure from the European Union has no bearing on this role nor its funding. The project is fully funded to end June 2023.



**European Union**  
European Regional  
Development Fund