

<b>Job Title</b>	Net Zero External Funding Coordinator
<b>Department</b>	Net Zero & Sustainability
<b>Reports to</b>	Innovation & Funding Manager
<b>Grade</b>	Grade 5
<b>Purpose &amp; Overview</b>	<p>An ideal opportunity to join an exciting, innovative and fast-growing area, looking to decarbonise energy utilities to support UK government 2050 net zero targets.</p> <p>This role will support delivery of the net zero strategy within WWU. The role will identify and assist in the application and management of various net zero funding streams providing support to the Innovation &amp; Funding Manager for externally funded high profile innovation and net zero related projects.</p> <p>This will require an understanding of existing regulatory funding mechanisms, experience applying for external funding streams such as UK government schemes and proactive horizon scanning, taking ownership of identifying new funding opportunities.</p> <p>The role will require working closely with the Innovation &amp; Funding Manager to ensure the balance between organisational needs and funding availability, and with internal colleagues across Net Zero, Legal and Procurement to develop project scope in line with funding guidelines. Candidates should have a proven funding application portfolio ideally with experience of managing timely and successful applications for multi-million-pound projects in an energy related background.</p>
<b>Key Accountabilities</b>	<ul style="list-style-type: none"> <li>• Adhere to regulatory requirements, internal processes and governance and report into Innovation &amp; Funding Manager.</li> <li>• Understand and work with internal funding mechanisms, working closely with Innovation and Net Zero teams to deliver the portfolio of projects.</li> <li>• Take ownership of the existing external funding mechanism portfolio, understanding eligibility criteria and funding governance to support project development to meet key strategic aims.</li> <li>• Identify new external funding streams and mechanisms that can be applied to the WWU Net Zero areas of interest, with active tracking and ownership of the process.</li> <li>• Develop a roadmap of funding opportunities and lead decision making and progress towards opportunities identified.</li> </ul>

	<ul style="list-style-type: none"> <li>• Work with internal colleagues, suppliers and other 3<sup>rd</sup> parties to ensure assessment criteria is met for applications and cost benefit analysis and business cases are fit for purpose.</li> <li>• Work with technical Project Managers to understand scope and requirements for funding applications.</li> <li>• Work with Finance, Legal and Procurement teams to manage new funding opportunities and advising on funding rules to enable accurate and efficient delivery.</li> <li>• Manage bid writing and project plan timelines and submit successful applications, ensuring all criteria is met and internal sign-off is achieved.</li> <li>• Work with management of the WWU innovation and net zero portfolio, contributing ideas on how funding processes can be improved.</li> <li>• Ensure accurate reporting and benefits tracking, including developing &amp; delivering internal interfaces with virtual teams across WWU.</li> </ul>
<b>Technical Know-How &amp; Skills</b>	<ul style="list-style-type: none"> <li>• Experience in writing successful high profile external funding applications essential</li> <li>• Experience of liaising with multiple internal and external stakeholders and representing an organisation externally essential</li> <li>• Ability to build a good network and work at all levels of an organisation essential</li> <li>• Demonstrable organisational skills essential</li> <li>• Experience in a regulatory funding environment desirable</li> <li>• Experience in a government funding environment desirable</li> <li>• Experience with contract management desirable</li> <li>• Experience in Cost Benefit Analysis development and developing/modelling different ways to illustrate benefits desirable</li> <li>• Experience of subsidy control would be advantageous.</li> <li>• Energy transportation experience desirable</li> <li>• Taking pride in their work and being motivated to deliver high performance is essential</li> <li>• As is being a strong team player with excellent listening, communication, and presentation skills</li> </ul>
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Full clean UK driving licence desirable</li> <li>• CPD accredited Bid Writing qualification desirable</li> <li>• Business Management qualification desirable</li> </ul>