



# OPPORTUNITY

## Impact Fellow

**Reference:** R220738

**Grade:** 9

**Salary:** £43,414 to £51,805, per annum, depending on experience

**Contract Type:** Fixed Term (36 Months)

**Basis:** Full Time

# Job description

## Job Purpose:

The Centre for Research in Ethnic Minority Entrepreneurship (CREME) has built up an enviable reputation regionally, nationally, and internationally for its pioneering research and business engagement activities, promoting diversity and enterprise. CREME delivers leading-edge expertise on business support for ethnic minority entrepreneurs.

Join us as an 'Impact Fellow' – Supporting on the delivery of the recommendations from ['The Time for Change' Report – Advancing the growth potential of Ethnic Minority Businesses](#) (EMBs)

- ▶ Work with the Director of CREME on the implementation of the Time to Change Report, and other projects relating to ethnic minority entrepreneurship and / or enterprise policy.
- ▶ This is an opportunity for a driven Impact Fellow to join us and deliver our goals for the industry wide aspects of the Time to Change Report, delivering agreed projects and change activity on time, within budgets where necessary and to the highest quality
- ▶ This is an opportunity to take on a critical role bringing tangible change to organisations including financial services industry and business support communities
- ▶ You'll be joining an innovative and inclusive culture where you'll have access to fantastic development opportunities
- ▶ Hone your existing project management skills and manage complex stakeholder relationships in this exciting, fast paced role
- ▶ We're offering this role for a period of 36 months

## Main duties and responsibilities

In your new role, you'll have ownership for the delivering of the Time to Change Report recommendations and communication plans. You'll liaise with stakeholders from Civil Society, and the Private and Public Sector including key influencers that can help drive forward the recommendations. Developing an impact pathway, collecting data to capture / measure / monitor the impact of engagement activities with key stakeholders. In this highly collaborative role, you'll make sure that activities are in place to engage all the appropriate stakeholders to enable change to be implemented and handed over.

You'll also:

- ▶ Analyse performance and identify trends and threats where improvements can be made to initiatives to implement recommendations
- ▶ Work with stakeholders to co-design new pilot initiatives to help implement report recommendations. Identify, track, manage and mitigate any project risks, assumptions, issues, and dependencies
- ▶ Act as an internal consultant and subject matter expert to enable and inform effective and accurate information on the Time for Change Report
- ▶ Support the delivery of the stakeholder engagement plan
- ▶ Make sure that all project deliverables satisfy the requirements and that they adhere to the agreed governance framework

## **Additional responsibilities**

- ▶ Engage in continuous personal and professional development in line with the demands of the role, including undertaking relevant training and development activities to develop themselves and support the development of others.
- ▶ Ensure and promote the personal health, safety and wellbeing of staff and students.
- ▶ Carry out duties in a way which promotes fairness in all matters and which engenders trust.
- ▶ Promote equality of opportunity and support diversity and inclusion as well as working to support the University's environmental sustainability agenda and practices.

# Person specification

	Essential	Method of assessment
<b>Education and qualifications</b>	<ul style="list-style-type: none"> <li>• A post-graduate degree in a relevant subject (or equivalent).</li> <li>• (Preferably a doctorate in evaluation, social science, business or entrepreneurship).</li> </ul>	Application form
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Experience of working in a knowledge exchange or research impact environment, (preferably with research experience in a relevant field).</li> <li>• Significant experience in project management / delivery management.</li> <li>• Experience of presenting at national and international conferences/ seminars etc.</li> <li>• Experience of positive collaboration within and outside of candidate's immediate research team.</li> </ul>	Application form and interview
<b>Aptitude and skills</b>	<ul style="list-style-type: none"> <li>• A collaborative approach and the ability to build productive relationships with stakeholders, colleagues and senior officials.</li> <li>• Ability to analyse and present data in both a clear and concise manner that is visually appealing.</li> <li>• Ability to prepare written communications to a high standard.</li> <li>• Evidence of ongoing national and international collaboration.</li> <li>• Ability to build and develop links with industry and the professions and to secure research funds from external.</li> <li>• A willingness to undertake further training as appropriate and to adopt new procedures as and when required.</li> </ul>	Application form and interview

# How to apply

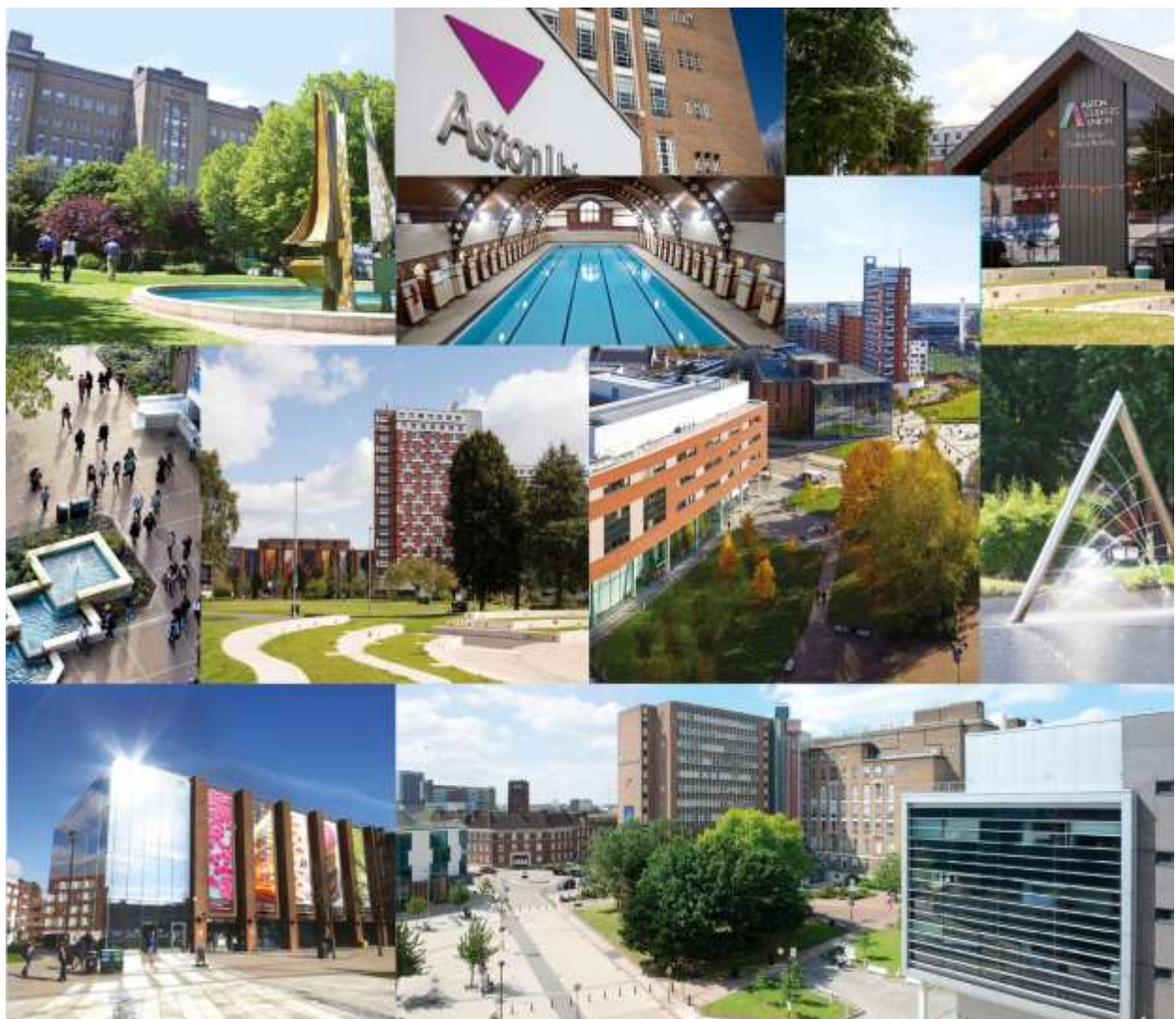
You can apply for this role online via our website <https://www2.aston.ac.uk/staff-public/hr/jobs>.

Applications should be submitted by 23.59 on the advertised closing date.

All applicants must complete an application form, along with your CV.

Any CV sent direct to the Recruitment Team and Recruiting Manager will not be accepted.

If you require a manual application form then please contact the Recruitment Team via [jobs@aston.ac.uk](mailto:jobs@aston.ac.uk).





# Contact information

## Enquiries about the vacancy:

Name: Monder Ram

Job Title: Professor

Email: [m.ram1@aston.ac.uk](mailto:m.ram1@aston.ac.uk)

## Enquiries about the application process, shortlisting or interviews:

Recruitment Team via [jobs@aston.ac.uk](mailto:jobs@aston.ac.uk) or 0121 204 4500.

# Additional information

Visit our website <https://www2.aston.ac.uk/staff-public/hr> for full details of our salary scales and benefits Aston University staff enjoy

**Salary scales:** <https://www2.aston.ac.uk/staff-public/hr/payroll-and-pensions/salary-scales/index>

**Benefits:** <https://www2.aston.ac.uk/staff-public/hr/Benefits-and-Rewards/index>

**Working in Birmingham:** <https://www2.aston.ac.uk/birmingham>

**Employment of Ex-Offenders:** Under the Rehabilitation of Offenders Act 1974, a person with a criminal record is not required to disclose any spent convictions unless the positions they applying for is listed an exception under the act.

## Eligibility to work in the UK:

### Post-Brexit transition period / EU Settlement Scheme

The post-Brexit transition period ended on 31 December 2020. If you are an EU/EEA citizen and you were a resident in the UK before 31 December 2020, you and your family members (including non-EU citizens need to apply to the EU Settlement Scheme to continue to live, work and study in the UK beyond 30 June 2021. The deadline for applying to the EU settlement scheme is 30 June 2021. You can apply via the Government webpage <https://www.gov.uk/settled-status-eu-citizens-families>  
Irish Nationals do not need to apply for settlement as they retain the right to work in the UK.

### New immigration system for EU/EEA and Swiss Nationals who were not resident in the UK before 31 December 2020

A new immigration system has been introduced for people arriving in the UK from EEA countries with effect from 1 January 2021. In addition to those who have always required a visa, EU citizens moving to the UK to work will need to get a visa in advance. You can find more information on the following website. Candidates should check their eligibility to enter or remain in the UK in advance of making any job application via the UKVI website <https://www.gov.uk/browse/visas-immigration/work-visas>. Before applying you should ensure that you meet the requirements, including meeting the English Language requirements. If you do not meet the eligibility criteria, any application for a work visa would be unsuccessful.

If you require a visa to work in the UK the most common types of visa are:

**Skilled Worker Visa**

<https://www.gov.uk/skilled-worker-visa>

**Global Talent Visa**

If you are a leader or potential leader in one of the following fields you may be eligible to apply for a Global Talent Visa:

- Academia or Research
- Arts and Culture
- Digital Technology

Please click the following link for further information and to check your eligibility for this visa.

<https://www.gov.uk/global-talent>

**Equal Opportunities:** Aston University promotes equality and diversity in all aspects of its work. We aim to ensure, through our admissions policies for students, and our staff recruitment and selection processes that we encourage applications from all groups represented in the wider community at a local, national and international level.

The University will endeavour not to discriminate unfairly or illegally, directly or indirectly, against student or potential students, staff or potential staff. This commitment applies to all functions of the University and to any stage of an individual's career.

An Equal Opportunities Monitoring Form is included within the application form. Data you provide on the Equal Opportunities Monitoring Form will be included in a general database, for statistical monitoring purposes, enabling the University to monitor the effectiveness of its Policy, Codes of Practice and Guidelines on Equal Opportunities in Employment. Individuals will not be identified by name.

**Data Protection:** Your personal data will be processed in compliance with the Data Protection Act 2018 and the General Data Protection Regulation ((EU) 2016/679) ("GDPR"). The University's Data Protection Policy and Privacy Notices, including the Job Applicant Privacy Notice can be found at <https://www2.aston.ac.uk/data-protection>. Your application will only be used to inform the selection process, unless you are successful, in which case it will form the basis of your personal record with the University which will be stored in manual and/or electronic files. Information in statistical form on present and former employees is given to appropriate outside bodies.

Full details of our terms and conditions of service and associated policies and procedures are available online at <https://www2.aston.ac.uk/staff-public/hr/policies>

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gets real.**