



### Welcome

Would you like to join a dynamic organisation supporting a growing movement for land justice and community power? Will you enjoy working in a small, ambitious team to grow our partnerships, increase our income and oversee the co-creation of cuttingedge products and services that sustain the charity and accelerate our impact?

We are a virtual organisation, so the work will be remote (home-based) with a budget for equipment and a contribution towards weekly hotdesking.

Community Land Trusts (CLTs) are set up and run by ordinary people to buy and steward land, and develop the homes, workspaces, community centres and space for nature that their local community needs. As the New Business, Partnerships and Innovation Manager you will be instrumental in creating industry partnerships and developing services that accelerate the charity's and CLTs' success.

#### About the role

This is a new, varied and exciting role picking up on work that is currently managed by our existing staff, in particular the CEO. As such you will have a chance to be instrumental in shaping that role and the systems that support it.

You will lead on business development, looking after our existing corporate partners, associate members and clients, and bringing in new relationships that sustain and further our impact. We are looking for innovative ways to develop these partnerships, co-creating a suite of benefits that will bring in mutual benefit and multi-year funding.

You will drive the development of our consultancy offer, picking up work by our Campaigns and Membership Development Manager to develop a Vanguard Network to enhance or perhaps replace our existing associate membership for developers, housing associations, local-authorities and the new towns. You will proactively look for opportunities within existing networks and close leads for consultancy.

You will have the opportunity to work with the team and members to oversee action-learning sets to develop new models, products and services that accelerate the growth of the CLT movement through our growth lab. This is an exciting and rewarding aspect of the job, identifying needs and, with the support of the CEO, overseeing teams who hone services to fulfil them.

Depending on your hours, you may also have the opportunity to disseminate the learning from the growth lab work through networking, speaking engagements and relationship building, in collaboration with our CEO.

You'll have the opportunity to work with a determined and inspiring network of community groups and through your work you'll remove barriers to help them thrive, helping them to achieve meaningful change in their communities.

#### The challenges and opportunities for this role in the coming year include:

- Be at the forefront of the launch of our new business plan and strategy which will run for the next three years.
- Be instrumental in generating work through our involvement in new towns, being at the forefront of government policy.
- Generating much-needed non-grant income to sustain the charity in coming years when grant funding is becoming more uncertain.

#### **About you**

You will feel strongly about the importance of social justice and the difference that CLTs and community ownership can make. We are looking for somebody who has a strong interest in the impacts of our work, and who can bring fresh thinking to our partnership development and consultancy offer. It could be the right opportunity for a range of potential candidates. You may have a background in charities, business development, philanthropy, housing or community development.

It is particularly for you if you: love developing new relationships across sectors, negotiating and securing new work/contracts, enjoy a variety of tasks and challenges, work well independently, are flexible, creative and thrive on change. You will enjoy working in a small and very collaborative team.

## What is it like to work at the Community Land Trust Network?

We are a small, warm and friendly team who work very collaboratively. All staff have input into our strategy and business planning process, to feel ownership of goals.

Everyone at the organisation works remotely and we have put thoughtful ideas in place to ensure we feel connected. This includes all the software and tools you would expect such as Google Workplace, Slack, Trello/Planyway, Zoom, Miro-boards. We also have a weekly kick-off meeting to discuss our plans and work out any thorns and blockers. We use week-notes to capture success and reflect on progress. We have a weekly social time called elevenses where people are free to join (or not join) to chat about all things non-work.

We have a budget for hotdesking that is used by staff to get out of the house and be with other people. This alternative community of freelancers and remote workers can help foster community connection and belonging.

Quarterly we meet as a team to plan the quarter ahead, to reflect on our progress and celebrate our successes. Typically this has been held online twice a year and in London twice a year, expenses covered.

We have a particular focus on wellbeing and work-life balance. You are not expected to work outside your hours, without taking time off in lieu. This is modelled by our senior leadership team. We have a member of staff who is mental health first-aid trained and we have an employee assistance programme should you feel you need more support.

If you are interested in finding out more keep reading this Appointment Brief for full role details and further information about the Community Land Trust Network. We look forward to receiving your application.



# **About the Community Land Trust Network**

#### **Our history:**

Community Land Trusts (CLTs) are a global movement that emerged from the American civil rights movement, and with diverse roots including British garden cities. Our movement focuses on the injustices that result from the inequitable ownership of land, and from the land and development systems that oppress communities.

#### **CLTs today:**

Community land trusts – or CLTs – are democratic, non profit organisations that own and develop land for the benefit of the community. They typically provide affordable homes, community gardens, civic buildings, pubs, shops, shared workspace, renewable energy infrastructure and conservation landscapes. There are now over 350 CLTs in England and Wales, which, between them, own more than 2,150 assets. They range from small projects of a few homes to a forthcoming 500-home garden village and an occupied 600-home urban social housing estate.

CLTs have been defined in law since 2008, and must be set up to benefit a defined local area; be not-for-profit, using all assets, income and surpluses to benefit their community; and allow anybody who lives or works in the area to join them and participate in their governance.

#### The network:

The Community Land Trust Network was established in 2010 and has become a highly influential and respected charity powering a growing movement. We are the national membership charity for CLTs in England and Wales and work with a network of local enabling organisations and other national community led housing (CLH) partners. We provide resources, events, training and advice for CLTs and work with national and local government, housing associations, developers, lenders and funders to establish the best conditions for CLTs to grow and flourish. We work on behalf of CLTs and, in turn, our members shape and govern our work. We are also part of a broad alliance of organisations promoting and supporting community led housing and land reform in the UK.

**Our vision:** is that every community has the power to further social, economic and environmental justice through community ownership of land.

**Our mission:** is to build collective power, to make community ownership and development of land commonplace.

#### **Our means:**

As a network of CLTs with a small staff team, will build community power through more CLTs, more assets and a stronger movement.

- We will help more communities to learn about and form effective CLTs, and convene the peer network to learn, innovate and inspire one another.
- We will bring enablers and public and private sector partners together with CLTs to design, test and roll out CLT approaches that have potential for significant scale.
- We will work collectively to advocate for systems change with policymakers and the private sector, rewiring policies to embed and enable community power.
- We will ensure that the charity at the heart of our network has sustainable governance, finance and operations, and strong data and evidence to power all of this work

#### **Our values:**

the following values will guide all our work:

- We are collaborative and cooperative, we are open to new ideas and value the contributions others make
- We are **celebratory**, we are excited about what groups are doing and we value everyone's contribution to the movement
- We **self-reflective** and **agile**, we are willing to change in finding the best way to achieve our strategic objectives
- We value **difference**, **fairness** and **justice** in the changes we make and the way we work
- We are committed to **integrity** and **professionalism**, no less so for being a community network and a charity

Our impact: In the 15 years we've had a huge impact, some notable achievements include:

- Securing major national policy and legislative changes to recognise CLTs, promote them through e.g. the new Social and Affordable Homes and Pride in Place Programmes, and protect them from policies like leasehold reform and the right to buy.
- Brought £millions of public and social investment into building a support infrastructure for community-led housing, and co-creating a Growth Lab with the UK Cohousing Network to develop new market innovations to support scale.
- As a network of CLTs, developing partnerships with over 50 housing associations and developers, and strong relationships in dozens of councils and some combined authorities, which the CLT Network could crystallise in new business initiatives.



# Our commitment to equity, diversity & inclusion

The Community Land Trust Network believes in a world that is inclusive, where equal opportunities and outcomes exist for all communities, and where community ownership of land enables communities to counter oppression and injustice. That's why a core part of our work is building collective power for change. We can't transform the land system without building and participating in a diverse movement of changemakers; and we can't effectively contribute to that movement if we aren't also focused on embedding justice and equity in our own organisation, our programmes, and our approach to working with others.

We are committed to developing and supporting a diverse, equitable, and inclusive organisation where all employees feel a sense of belonging. All members of the team and trustees attend anti-oppression training. EDI is being embedded in our new business plan, which you will help to implement, and we are developing systems to better monitor outcomes for diversity and inclusion.

We aim to build, develop and retain a talented workforce that represents a variety of backgrounds, skills and lived experiences. CLTN already reaps the benefits of having a diverse team and welcomes applications from people of all backgrounds and life experiences, regardless of educational background, race, religion, age, sex, national origin, sexual orientation, gender identity, class, disability, neurodiversity, marital status, caring responsibilities or any other characteristics.

Not only do we understand, but we champion the value that diversity brings, and believe that having a team with different voices, perspectives and knowledge, working together, will enable us to better the lives of communities – the reason we're all here.

## Job description

Job title: New Business, Partnerships and Innovation Manager

Accountable to: Chief Executive Officer

**Accountable for:** No direct reports

Works closely with: Campaigns and Membership Development Manager

#### Job purpose

To lead on business development, partnerships and innovation, developing services or income streams which contribute to the charity's mission of tackling systemic housing inequality and land justice; contributing to the charity's financial sustainability whilst enabling a thriving funding environment for CLTs.

#### **Principal accountabilities**

- Service design and business development: Develop the charity's consultancy
  and service offering to better achieve the charity's mission and at the same time
  to generate more income for the charity, reducing its reliance on grants; take
  responsibility for generating a culture of entrepreneurialism and winning new
  business. The manager also works with the CEO on fundraising bids and project
  proposals.
- Partnerships: Developing relationships with external partner organisations (including developers, foundations, banks, local authorities, universities) to codesign and fund our projects and core work. Generating and closing partnership leads, and looking after partners (particularly our corporate partners) to develop multi-year relationships of mutual benefit.
- Innovation: Developing and overseeing, with the input of our members, the rollout of new innovative services, products, or finance models for community-led development. This involves overseeing our existing growth lab and building relationships and collaborations with CLT and industry practitioners to develop and roll out scalable approaches for CLTs.
- Building the impact case: Capture data, impact and learning from growth lab
  pilots to inform scaling and replication in other regions. Raise awareness and
  accelerate roll out of innovation vehicles through presentations, networking, and
  stakeholder engagement.
- Philanthropy: Stay ahead of trends in philanthropy to inform our business development and fundraising strategy which is led by the CEO. Particular focus on impact investment and co-creation of partnerships.

### **Person specification**

#### Technical skills/experience/qualifications

In addition to experience relevant to the principal accountabilities this role requires:

#### **Essential:**

- Highly developed written and verbal communication skills, with strong experience of writing for external audiences and an ability to communicate to a high standard and build relationships with a variety of audiences including in government and business and with our members.
- Extensive experience of working in a client-facing or account management role: this could be within a philanthropic context or as experience of managing corporate partnerships or client accounts in a commercial context.
- Demonstrable track record of securing grants or contracts from external supporters and/or clients and managing a donor/client through the life cycle of a partnership.

#### **Desirable:**

- Experience working in the housing sector be that in community-led housing, local authority, housing association, private developer or otherwise.
- Experience of product and service design in the not for profit sector, particularly in relation to housing.
- Experience in new financial funding models, particularly impact investment.

#### **Essential key competencies**

- **Flexibility and change:** Help to create and contribute to a culture of creative innovation, and to consider and be able to take managed risks.
- Relationships and Partners: Be able to identify partners that are key to our
  work, actively engage with them and develop relationships, identifying and
  either preventing or resolving conflicts, and adapting their work style and those
  they are accountable for to build consensus, trust and respect.
- Strategic Awareness: Understanding of the key issues affecting our sector, differences with our partners and other stakeholders, and the principal challenges facing the charity.



# **Terms of appointment**

Job title:	New Business, Partnerships and Innovation Manager
Accountable to:	Chief Executive Officer
Salary:	£45,200 to £55,200 depending on skills and experience.
Contract:	12-month fixed contract with the possibility of conversion to permanent role if successful
Working hours:	3 days/21 hours or 4 days/28 hours a week with a reduction in duties if 3 days, working pattern is negotiable.
Location:	remote/home working with regular (quarterly) in-person meetings in London with the rest of the team (expenses covered), and a budget of £1000pa for access to your local hotdesking/coworking facilities.
Annual leave:	30 days plus bank holidays for full time staff, pro rata for part time staff
Pension:	CLTN will match pension contributions up to 8% of salary
Other benefits	<ul> <li>Individual training budget of £600/year</li> <li>Generous occupational sick pay and parental leave pay.</li> <li>Employee Assistance Programme with six free sessions of counselling</li> <li>Travel in the UK may be involved, travel budget included</li> <li>Requests for flexible working will be considered</li> </ul>



## How to apply

#### If you would like to apply, please send the following:

- An up-to-date CV outlining your career to date, with any academic and professional qualifications
- in your cover letter please respond to the two questions below. Please ensure these do not exceed two pages of A4 at no less than point 10 font. This must be saved as a PDF.
  - Why would you like to be the New Business, Partnerships and Innovation Manager for the Community Land Trust Network?
  - What skills, experience and competencies can you bring to this role in relation to the job description? Please refer specifically to both the principal accountabilities and the person specification above.

Please submit your completed application to <a href="mailto:hannah.laking@harrishill.co.uk">hannah.laking@harrishill.co.uk</a> by 5<sup>th</sup> January 2026

#### **Dates for your diary:**

**Closing date for applications:** 5<sup>th</sup> January 2026

First interviews: 13<sup>th</sup> or 14<sup>th</sup> January 2026

Please could you also let us know if you will require any special provision should you be called forward for interview, further details can be found on the next page.

Please state in your application if you have any commitments during the interview period that may coincide with these dates.

## **CLT** hiring process

We want anyone who believes they meet the Person Specification to feel comfortable and confident in applying for this role. It is our responsibility to make the application process accessible, and to give you the information you need to decide whether you are going to apply. If you are concerned that you may not fit 100% of the job specification - please throw your hat in the ring, we know that people from underrepresented groups often underestimate their skills, and we value potential as much as experience.

We follow a blind recruitment process, which means that hiring managers for the role can only see your work history and answers to application questions when deciding to progress to the interview stage.

#### We are committed to:

- Always being clear about the process, what we'll need from you, and when you can expect to hear back from us.
- · Having an online (usually Zoom) option for all interviews.
- Paying for your travel costs to the venue and back for interviews held in person.
- Paying for care or childcare cover whilst you are at interviews.
- Making any reasonable adjustments needed to support you in the process.

If you need any accessibility accommodations for this application please do not hesitate to contact our recruitment consultant Hannah Laking (<a href="mailto:hannah.laking@harrishill.co.uk">hannah.laking@harrishill.co.uk</a>) who will inform us of any requirements. We will be happy to provide you with those accommodations.

#### **Examples of accommodations we can make are:**

- Providing interview question theme areas in advance
- Allowing additional time for interview tasks or written exercises
- Adjusting interview timings to accommodate caring responsibilities, medical appointments or health needs.

We invite you to complete our <u>equality monitoring form</u>. Participation is entirely voluntary, and all information will be kept confidential and used solely to understand the diversity of our applicants. Thank you for your time and assistance.