

Disruptors, Innovators, Experts

Diversity and Inclusion consultancy,
training and software



Race Equality Consultant Development Programme Based National

Calling all Disruptors, Innovators and Experts in Diversity and Inclusion.

Do you want to work for an award-winning global Diversity & Inclusion consultancy with some awesome clients, helping to make inclusive and diverse workplaces?

What we do

We are passionate about making the world a better place.

We provide thought leadership, consultancy and technology solutions to progress the diversity and inclusion agenda in human resources and recruitment. Known for being Disruptors, Innovators and Experts in Diversity & Inclusion we have been on an incredible journey and the best is yet to come.

Reasons to join us

- Be part of the UK's leading diversity and inclusion consultancy practice.
- Experience the best opportunities to learn, grow and excel, by learning on-the-job, learning from others, and through formal learning.
- Work in a supportive culture with access to a wide range of people to support your development.
- Opportunity to input and own projects that are either research-based, business-led or client focused.
- Have the opportunity to increase your network through meeting and working with our clients.
- Work on an important agenda and help improve the diversity of the UK's workforce.

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The Role – Race Equality Consultant

The Role reports to Jenny Hinde, Director.

The Programme

Over 12 months the consultant will develop the key skills and experience needed to work on the delivery of complex and detailed projects for Clear Company clients, with a specific focus on Race.

Main Purpose

The main purpose of the role is to work across the Clear Company portfolio, building knowledge and capability to support and contribute to all projects, through a specific Race lens, including training, audit, research and events.

Comprising a mix of project co-ordination, client relationship management, audit and training delivery the role will be supported by a development plan.

Main accountabilities

- To become a subject matter expert in diversity and inclusion, particularly, race equality. Keep ahead of the game by being aware of market forces and influencers that impact on diversity and race equality in recruitment, spot opportunities and share and interpret research in our field.
- To be accountable for project planning, co-ordination and report preparation on a variety of internal and external projects ensuring that they are met within budget, at a high standard and within the agreed timeframe.
- To contribute to the research and analysis on large scale audit projects including interpretation of data, interviewing participants, collating information and communicating outputs to external and internal audiences.
- To create, develop and refine training materials around race for the Clear Learning business and ensuring an engaging, impactful learning experience for delegates.
- To develop and maximise business opportunities by building relationships with existing clients or accounts
- To undertake research and develop content for client projects, thought leadership and marketing purposes

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Person Specification

As part of a small team in a growing business, the post holder will need to have an entrepreneurial spirit, flexible approach and be excited by the prospect of supporting a business that works to change lives.

Our clients are a mix of small to large corporate organisations requiring a level of professionalism on the phone and in face to face meetings, but we are a relaxed team who respect each other and work collaboratively.

Knowledge/Skills/Experience

Candidates do not need previous experience of working in Diversity and Inclusion or Race Equality – full training will be provided

Candidates will need to display an understanding in Diversity and Inclusion and/or HR and will be familiar with current legislation and trends in the sector, particularly around Race Equality.

Candidates will have experience of creating and presenting reports using both qualitative and quantitative data sources.

Candidates will have experience of working on research projects and have the ability to analyse and interpret complex information.

Candidates will have experience of using Powerpoint, Excel and Word.

Candidates will have experience of delivering excellent customer service either over the telephone or in a face to face environment.

Competencies

- Commercial and Customer Focus
- Entrepreneurial spirit
- Judgement
- Applying Expertise
- Problem solving and analysis
- Planning and Organising

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What we offer

We can offer you the opportunity to work with some awesome clients, such as Lloyd's, Co-op, Page Group and Ofcom and the satisfaction that you have helped them to change the world of work creating more inclusive workplaces.

There is also opportunity to learn from each other. We have some great people in our team who have diverse knowledge and expertise, working on disruptive and innovative inclusive best practice with government and businesses.

The number of days you work can be flexible and we have some permanent opportunities creating the opportunity to move into a longer-term role.

How to find out more

To find out more about this brilliant opportunity please contact: Claire Bonham:
joinus@theclearcompany.co.uk

How to apply

To apply, please send your CV to: joinus@theclearcompany.co.uk by Friday 18th September.

We are hoping to move quickly with these roles and are planning to run some training towards the end of September.

The application process

Please be aware that the recruitment process will comprise of:

- Stage 1 - telephone conversation
- Stage 2 - a competency based interview

We want to make sure we do all we can to make this a really positive experience for you. Please [click this link](#) which will take you through a simple process to identify any adjustments or additional support we can provide beforehand or on the day.