

IMPERIAL

Sustainable Imperial

Workshop Facilitator – Sustainable Imperial Work Opportunity

Overview and description of duties

Sustainable Imperial is seeking experienced facilitators to support the running of an Imperial-wide citizen's assembly-style event to be hosted on Weds 7 October. The event, 'Planet Ideathon: Addressing the Future of Travel in an age of Climate Change' will be an interactive half-day workshop aimed at addressing the challenges of reaching net zero while conducting valuable international travel, with facilitated small group sessions to support ideation of solutions for Imperial's residual emissions. The event will cover themes around residual emissions, carbon budgets, offsetting, insetting, carbon markets and international travel.

The workshop facilitators will support the Ideathon by:

- Attending a mandatory pre-event training w/c 28 September and familiarising themselves with the Facilitator Guidance
- Facilitating a small group during the Ideathon with support from the Sustainability Hub team on Weds 7 October
- Contributing post-event findings to the Ideathon summary report

Ideal candidate profile

The ideal candidate will have experience:

- Experience facilitating workshops and group discussions (essential)
- Confidence steering conversations or debates on complex subjects (essential)
- Knowledge of scope 3 travel emissions and residual emissions; with understanding of the sensitivity and complexities surrounding the topics – or an interest in learning about this in the role (desired)
- Strong verbal communication and interpersonal skills

Training and support will be provided where needed.

Support & Oversight

This role will be funded by the **Sustainable Imperial Budget** and will report directly to Stav Friedman, Sustainability Projects Officer.

Terms

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- **Duration:** ~10 hours, with mandatory in-person attendance dates being a training session (60-90 minutes w/c 28 September), the Ideathon (~ 6 hours, Weds 7 Oct)
- **Pay:** £20.50/hr
- **Eligibility:** Right to work in the UK required
- **Interviews:** Brief interviews will be conducted with the Sustainability Team on Tues 15 Sept at South Kensington campus

How to Apply

Please send your CV and a 1-page max expression of interest setting out how you meet the job requirements above to Stav Friedman (s.friedman@imperial.ac.uk) by **5pm on Tues 8 September**.

Please note: If successful you will need to evidence your right to work in the UK to the casual workers team as part of onboarding – work cannot begin until this evidence has been provided.

Accessibility Requirements

Imperial is committed to creating an inclusive and accessible recruitment process for all candidates. If you require any adjustments or accommodations—whether during the application process, interviews, or in the workplace—please let us know. Examples might include alternative formats for application materials, additional time for assessments, or assistive technologies. You can share your needs confidentially by contacting Stav Friedman, s.friedman@imperial.ac.uk, and we will work with you to ensure you have the support you need to succeed.