

Sustainability & Innovation Executive

Supporting the UK fashion & textile industry

- Salary: £25k-£28k plus benefits - dependent on experience
- Location: London or Remote (with some travel across the UK for events required)
- Contract type: Full time, permanent

About UKFT

UKFT is the largest network for fashion and textiles in the UK. As the industry's leading trade association and Sector Skills Body, we are committed to delivering sustainable growth for the entire UK fashion and textile supply chain.

We bring together brands, designers, manufacturers, suppliers, educators and retailers to promote their businesses and our industry, both in the UK and throughout the world. We offer practical advice and technical support to help member companies grow and trade internationally.

With a growing focus on sustainability and innovation, UKFT is driving meaningful action in the transition to a circular economy.

We work to elevate the skills of the UK fashion and textile industry to maintain our competitive position for the future.

We support businesses with complex global supply chains, as well as helping to drive a resilient and innovative UK manufacturing sector.

Our President is HRH The Princess Royal.

The position

This is an exciting opportunity to work with UKFT to represent the UK fashion and textile industry during a period of real change, as the industry transforms itself to meet the opportunities and challenges of environmental sustainability and advances in innovation and creativity. The UKFT Sustainability & innovation team plays a key role in supporting the industry and members navigate the increasingly challenging landscape of sustainability.

We are looking for a self-motivated, enthusiastic individual to join the Sustainability & Innovation team. You will play a vital role helping to develop and deliver sustainability and circularity in the UK fashion and textile sector. You are driven, show initiative and are a team player. You also have an eye for accuracy and

attention to detail. You will engage effectively with the constantly evolving landscape of sustainability in the fashion and textile industry both nationally and globally.

Responsibilities

- Contribute towards the development of industry guides and toolkits, by researching key sustainability topics to support the wide portfolio of UKFT members from all parts of the supply chain, catering to the specific needs and interests of UKFT members. This includes reviewing and updating membership resources to ensure they remain relevant.
- Staying up to date with global current and upcoming Sustainability/ESG legislation that can affect members, maintaining an up-to-date library of all global regulations.
- An acute knowledge of sustainability initiatives, standards and tools to encourage sustainability business practice.
- Help manager with implementing new processes for more efficient ways of working as a team.
- Admin support: manning the sustainability team inbox, sending team resources and event information.
- Regular reading on sustainability content/trends for industry to stay updated and feed into the team.
- Be an ambassador during meetings and networking to promote what we are doing as the sustainability team.
- Building materials and resources to support UKFT members advance and accelerate their sustainability whilst remaining compliant.
- Liaise with key partners, stakeholders and organisations throughout the supply chain, building positive relationships.
- Assist in educating and engaging employees and stakeholders to upskill in sustainability.
- Support on exciting, funded projects on sustainability and innovation.
- Support in the development of quarterly project dissemination newsletter and website, i.e. gather data from key project partners, create infographics, report and liaise with UKFT internal communications department.

Candidate Essential Requirements

- Ability to react quickly and problem solve under strict timelines
- Research skills
- Analytical skills
- Proactive Problem-Solving
- Communication skills
- Team Collaboration
- Independent working ability
- Organisational Skills
- Working knowledge of MS Office
- Used to a fast-paced environment
- Project work
- Textile/fashion knowledge



- Experience in sustainability and circularity

The Sustainability & Innovation Executive will work in close collaboration with the Sustainability & Innovation team.

Application Process

Please send a CV and covering letter to Jaki.love@ukft.org by 5pm on 18 October 2024.

Shortlisted candidates will be notified shortly after and called for interview the w/c 28 October 2024. Candidates must be eligible to live and work in the UK as we are unable to offer Visa sponsorships at this time.