



The Lens

Valuing Ideas.

Inspiring People.

Powering Innovation.

Producer Application Pack

November 2020

The Lens Producer Role



First of all, thank you very much for your interest in our Producer role here at The Lens.

We believe that those closest to the problem often have the best solutions. Our work, through our use of transformative facilitation, uncovers these ideas and powers an innovation driven culture.

To help us deliver our mission of improving people's lives through intrapreneurship we need the best possible team. We are looking to recruit a Producer to help us with the next phase of our growth.

The role is a mixture of project and event management, developing relationships with internal and external stakeholders, collecting and analysing evaluation data, creating resources that support delivery and measuring the impact of our work.

The Lens is a fully remote working organisation so the Producer can be based anywhere in the UK and be employed for four days a week. Once the current public health restrictions have been lifted there will be some travel, with overnight stays, expected.

This pack has all the information you need about the role, what working at The Lens is like and the application process.

Should you have any further questions please do not hesitate to email worthwithus@lensperspectives.org.uk and one of the team will get back to you.

I look forward to reading your application.

Steve McCreadie, CEO

What will the Producer do at The Lens?

Supporting our move to digital delivery

The Lens has delivered our work using face to face workshops up until April this year. As with everyone else we were forced to pivot and change, moving to digital delivery. We have delivered workshops to over 500 people in the past six months, learning a lot and supporting organisations and individuals to develop their innovation skills.

You will work alongside our team of Developers (who deliver the workshops) to build on this success. We are currently in the process of adapting our flagship Intrapreneurship Programme so that we are able to deliver the same outcomes of developing people, ideas and creating an innovation driven culture in online environment.

This will involve the creation of resources, adaptation of processes and research and development of a platform that enables learning and collaboration to be used by our partners. Digital delivery is now here to stay. Once the current public health measures stop we will use a blended approach to delivery.

We are looking for someone with the drive, creativity, problem solving ability, knowledge of the digital landscape and organisation skills to support this project.

Supporting the delivery of our work

We have a number of different services we offer our partners which range from our Lens Labs to our Business Development Programme to our Intrapreneurship Programme. All of which help us to deliver our mission of improving people's lives through intrapreneurship.

You will play a key role in managing the logistics for our work. This includes:

- Managing the booking of our Lens Labs through Eventbrite.
- Setting up the online delivery space using Zoom, WebEx or Microsoft Teams.
- Event managing our Investment Days.
- Evaluating our work and producing reports sharing our insights with the rest of the team and our partners.
- Creating Visual Records for our workshops to be shared with participants after workshops.
- Building relationships with the teams at our partners to ensure the smooth delivery of our work.
- Project managing the delivery of our work, allowing the Developers to focus on delivering the outcomes.
- Making improvements to how we work, ensuring efficiency of our operations.

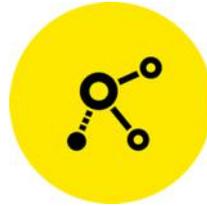
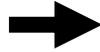
Check out the [Producer Role Profile](#) for more information on what you will be doing as well as the skills and experience required.

What do we do?



Develop Talent

The Lens develops people and ideas. We provide coaching, workshops and mentoring support with an emphasis on business storytelling, business modelling, value propositions, prototyping, testing and pitching.



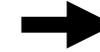
Harness Creativity

We develop new thinking, create a pipeline of ideas and support intrapreneurs to pitch their ideas to a peer led Judging panel. We also encourage team working and collaboration, sparking creativity.



Invest for the Future

The Programme turns ideas in to action through an investment fund. Intrapreneurs test and prototype their idea which identifies those ready to scale and replicate.



Implement and Scale

Following investment we support intrapreneurs to test, implement and then scale and grow their ideas across their organisation and beyond. This is done through our Hot House and one to one mentoring.

What does partnering with The Lens achieve?

Increased number of ideas that are investment ready

A great many ideas already exist in the organisations we work with. Our work helps them achieve seed funding to prototype and test them, and then develop them further to scale them across their organisation and beyond.

Increased culture of innovation

We measure progress against six innovation attributes, as exhibited by the most innovative organisations. On average, participants report increases of their organisation being extremely or very capable in these attributes by 36%.

Increased innovation skills

We measure progress against five innovation skills demonstrated by people in the most innovative organisations. Participants report increases of, on average, 26% in these skills, saying The Lens has been one of the best development opportunities they have experienced.

Increased staff engagement

Our Partners have a good track record of staff engagement, which The Lens enhances even further. We see an average increase of 14 points in engagement levels as well as engagement beyond 'the usual suspects', increased collaboration and team working.

Identifies future leaders

There is a great deal of talent within our Partner's organisations. We have found that it isn't the usual suspects that engage with the Programme. By developing their confidence and skills many of them have applied to more senior roles within their organisation.

Our impact



14k

People engaged



21

Partners engaged



>1.5k

People trained



£646k

Follow on investment
secured



208

Ideas developed



£627k

Investment leveraged
through work

Introduction from the Chair

The Lens Values

- Driven by our mission to improve lives through Intrapreneurship.
- Make a difference to the people we work with and to wider society.
- Committed to excellence, we have high expectations and support each other to deliver on them.
- Take our work seriously, but not ourselves.
- Balance social impact with financial sustainability.
- Build partnerships based on trust and respect.
- Value and encourage different perspectives.
- Do things differently and encourage new ways of thinking.
- Our social enterprise business model means all revenue is reinvested to achieve our mission.

The Lens Hallmarks

- Highly professional engagement, presentation and facilitation.
- Visually attractive and accessible resources
- High quality branding.
- Use of Business Storytelling.
- Activities tailored to peoples' needs.
- Learning from experience.
- Facilitation explicitly designed to achieve transformation.

Benefits of working at The Lens

OUR CULTURE

- The opportunity to have a real impact on individuals and organisations.
- A positive working environment that's solution focused.
- Flexible working – we offer flexi-time. You will be working four days a week (30 hours) and some staff have other projects that they work on alongside their Lens role.
- A real commitment to learning and development – we have a robust process for ensuring you are continually supported to deliver world class facilitation.
- Variety – we work with third, public and private sector partners meaning you will work with a range of individuals, groups and organisations.
- Being part of a fast-growing and ambitious social enterprise – we have grown from a team of two in 2016 to 12 this year. We have plans to grow internationally as well.

SALARY & KIT

- The Producer salary starts at £25,717 (£32,146 pro rata) and increases in line with skills and willingness to be coached.
- 7% employers pension contribution.
- All employed staff are provided with either an Apple or Windows laptop and phone.
- We provide a £312 annual work from home allowance.

TEAM

- Our team has a wide variety of backgrounds – from social work to management consultancy to police intelligence. What unites us is our passion for intrapreneurship and innovation.
- We take our work, but not ourselves, seriously



Who we are:

- Enablers.
- Game changing.
- Empowering.
- Innovative.
- Vibrant.
- Knowledgeable.
- Experts in our field.
- A safe pair of hands.
- Collaborative.
- Professional.

Who we are not:

- Tokenistic.
- A short term fix.
- Dragon's den.
- Death by PowerPoint.
- Stuffy or dull.
- Traditional.
- Academic.
- A training programme.
- Sloppy.
- An easy ride.

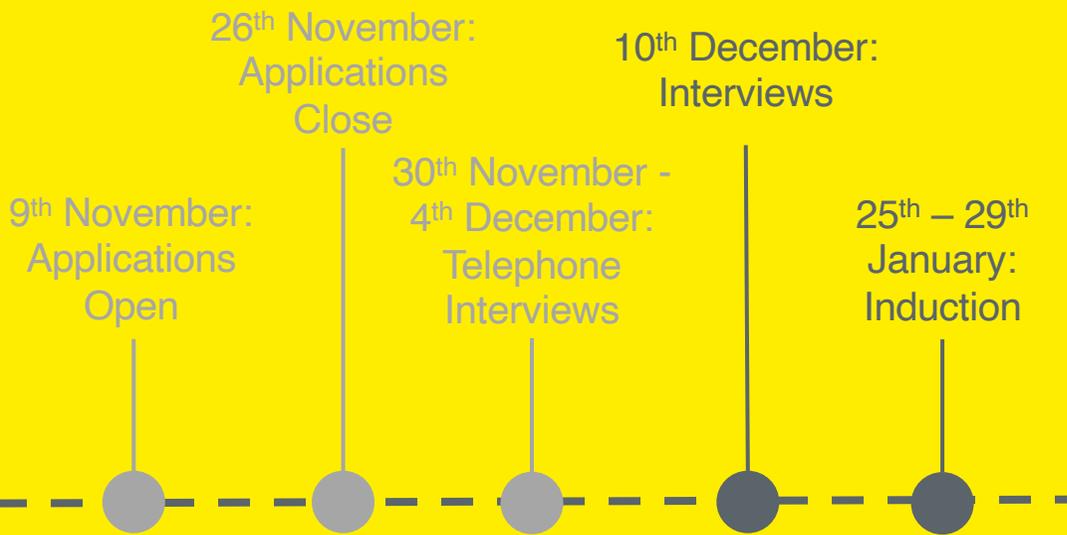
The Application Process



The Lens is committed to recruiting the best people into our team. We have therefore structured the recruitment and induction process as follows:

- Upload a video of yourself introducing yourself and explaining why you are applying for the Producer role.
- Please submit your completed [Application Form](#) & [Equality & Diversity Form](#) to the team via workwithus@lensperspectives.org.uk.
- The application deadline is **9am the 26th November 2020**.
- Once your application has been received it will be reviewed and you may be asked for a short telephone interview at a convenient time for you.

The Interview Process



- Candidates will be informed if they have been invited to attend the interview by 5pm on the 4th December.
- They will be asked to submit a document outlining three resource you have produced by 9am on the 8th December.
- The interview will take place on the 10th December, with a group task in the morning followed by a panel interview.
- Candidates will be informed of our decision by the 14th of December.
- The successful candidate’s induction will begin on the 25th January.

Induction, Training and Coaching



At The Lens we have a real commitment to learning and development. We take our Intrapreneurs on a transformative journey and we expect our team to do the same.

Here's what to expect as part of your journey:

- Full Induction – you'll meet the rest of the team, be introduced to the history, mission, values and hallmarks of The Lens. You'll start to find out about how we use transformative facilitation for Intrapreneurs and Senior Leaders. There will also be a days training on Business Storytelling with the full team.
- Ongoing Training – you'll work with your manager on creating a development plan that is tailored to your specific development needs.
- One to one coaching – every member of the team is assigned a coach. They meet every 6-8 weeks and this provides you with an opportunity to discuss their goals and how they are going to achieve them.

Our partners



Shetland
Islands Council



Shetland *arts*



Alcohol & Drugs Action



Columba
1400



Keep the joy alive





THE LENS

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Inspiring People.
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FOR MORE INFORMATION CONTACT:

The Lens Team

Email: workwithus@lensperspectives.org.uk

The Lens is a registered charity: SC046025