

Role Title	Sustainability Research Manager
Reporting Line	Chief Commercial Officer
Business	Allegra World Coffee Portal

Role Description:

This is an exciting new role within the *World Coffee Portal* team, part of the highly respected Allegra Group, where we require a Senior Research Manager to lead the development of a topical research report on sustainability within the coffee industry, covering key issues on sustainability at transport, roasting, storing and in coffee shops.

The *World Coffee Portal* business has been producing leading market research reports for the coffee industry on a global scale for over 22 years. To keep up with current coffee trends, as well as cultural, social and environment issues, we are embarking on a brand-new series of reports and expanding our research department.

The ideal candidate will have previous research experience and good writing skills, as well as a Masters, or other relevant experience, in sustainability. Previous experience or interest in the coffee industry would also be preferable.

This opportunity could be presented as a contract or a full-time role depending on the candidate skillset. We will be producing further topical reports related to the coffee industry, so having a keen curiosity for learning, getting accustomed to different report topics and aspects of the coffee industry is a must.

The successful candidate will be keen to grow rapidly within our organization, demonstrating strong research skills and the ability to lead on projects as well as work within the wider research team. In return, *World Coffee Portal* will provide rapid career growth opportunities as the business scales up and builds on its already highly regarded business intelligence portfolio.

Key Responsibilities:

- Conduct research on sustainability in accordance with World Coffee Portal's proprietary research framework
- Lead role on a topical sustainability report
- Delivery of bespoke consulting client projects
- Conduct interviews
- Conduct coffee market research within assigned regions
- Build first rate knowledge markets, key brand profiles and consumer trends
- Perform market sizing and modelling
- Design and build diverse questionnaires and online surveys for multiple projects
- Draw actionable insights, conclusions and implications based on relevant trends and data
- Support the team in delivering and meeting client requirements, helping them understand and get best value from WCP data and reports
- Lead on client engagements and interactions, creating long term partnerships.
- Share insights and results in easy and tangible presentation/ report format
- Present insights at company events /talks (ACLN talk shops, ECS, UKCLS)

Person Specification:

- Experience within market research or commercial environment
- Passion for sustainability/coffee/consumer lifestyle/trends and research
- Excellent communication (verbal + written) skills and confident and engaging telephone manner
- Strong commercial awareness
- Entrepreneurial spirit and innovative thinker
- Analytical and problem-solving skills
- Ability to understand and interpret data
- Diligent, organised and detail orientated team player

- Capable of working on multiple and time sensitive projects
- Degree qualification in sustainability or other relevant experience

GDPR

All team members as part of their role and responsibilities are responsible for adhering to and supporting 1) the Company's GDPR framework and privacy policy arrangements, 2) prompt and immediate reporting of data subject access requests and 3) report any data breaches to the Company's GDPR lead immediately

Note: This job description is subject to amendment at any time and does not present an exhaustive list of duties but aims to carefully set out the main scope of the role. The scope of the role and responsibilities will evolve to meet the changing needs of Allegra World Coffee Portal. Therefore, each team members role and responsibilities will be evaluated annually, and updated job profiles created.