



# OXYGEN CONSERVATION



# IT Manager

Oxygen Conservation is entering one of the most important chapters of its growth. Expanding our IT support and accelerating our adoption of AI across the whole organisation are crucial to our next steps. We want an IT Manager who can move at pace, anticipate our needs before they arise, and help the whole team get substantially more from AI tools. This requires someone with genuine curiosity, strong interpersonal skills, and the kind of drive that makes things happen without being prompted.

As passionate as you likely are about IT, to be truly fulfilled you might be looking for more. You may be seeking a role that's challenging and rewarding in equal measure, amazing colleagues, a culture of care for people, and a mission you believe in. That is what you will find with Oxygen Conservation.

We are working hard to fight the climate crisis and reverse the biodiversity collapse. The team is small by design, fast-moving by necessity, and deeply committed to everyone who works with us. We care about the people in this team, and we want to give you the opportunity to make a real difference, not just to our IT infrastructure but to how the whole organisation does its best work every single day.

## ABOUT YOU

Are you purpose-driven, collaborative, and hard working? The kind of person who brings high standards and genuine care to every interaction, whether you are fixing a connectivity issue or presenting to external partners. This is not a background support role; you will be the lead for IT at Oxygen Conservation. Here is a snapshot of the strengths you'll bring:

## ENVIRONMENT

- A genuine passion for the natural world and a conviction that scaling conservation is one of the most important challenges of our time.

## IMPACT

- You have the knowledge to do excellent technical work across infrastructure, hardware, software, and security, balanced with the humility to do tasks you learned on your first week on the job.
- Genuine curiosity about AI tools, with practical examples of how you have used or enabled others to benefit from them.
- The kind of initiative and ownership that means problems get solved at pace rather than passed on.

## ADVENTURE



- You are comfortable with variety and energised by the unexpected.
- You favour speed and clarity over caution but know when to tell us to slow down.

## **TOGETHER**

- You communicate complex technical ideas simply to a wide range of stakeholders and build trust quickly.
- The defining characteristic of the right person is a genuine desire to help others, with a passion for delivering high-quality IT support in a high-performance environment.

At Oxygen Conservation, character matters more than capability. We recruit for potential, not experience. Of course, the IT foundations matter but the service mindset matters more. And the genuine curiosity about AI and the future of work matters most of all.

We are committed to having a genuinely diverse team drawn from across the country, with a wide range of lived and learnt experiences. You might have skills in some, but not all, of the areas above. Whatever your background, we would love to hear from you if you think you can make a real difference with Oxygen Conservation.

## **ABOUT THE ROLE**

The IT Manager will work with the People and Performance team because AI mastery and technology adoption are inseparable from how people perform and grow. At OC, we want AI to be our present, not just our future, and you will be the person building the conditions for that to happen. You will work alongside Oxygen House, our existing IT partner, in a genuinely collaborative relationship. You are joining at a moment when OC is scaling and building something genuinely important for the natural world.

## **KEY RESPONSIBILITIES**

### **Internal IT Support**

- Serve as OC's primary internal IT contact, providing fast, high-quality, and proactive support to the whole team.
- Ensure hardware, software, and connectivity across the team are well-maintained, secure, and fit for purpose.
- Work alongside Oxygen House to maintain infrastructure, security, and compliance, building toward greater OC independence over time.
- Manage onboarding and offboarding IT requirements for new and departing team members.

### **AI Mastery**

- Support team members in accessing and making effective use of AI tools in their day-to-day work.



- Identify and implement practical AI productivity improvements.
- Stay ahead of AI and technology developments and bring relevant, actionable insights back to the organisation.
- Run light-touch training sessions and one-to-one coaching to build AI confidence and literacy across the team.

## **IT Strategy and Improvement**

- Identify and recommend improvements that help OC work better, faster, and more intelligently.
- Support the development and implementation of the strategy for OC's longer-term IT provision and capability development.

## **KEY DELIVERABLES**

Within your first six months, success will look like:

- You've learned and improved systems and processes that help the team feel supported and enabled by their IT.
- A completed IT audit covering infrastructure, security, and systems, with a clear roadmap for OC's IT provision progression.
- Measurable improvement in how the team leverages AI to maximise their effectiveness and efficiency.
- An IT environment that is secure, well-documented, and experienced by the team as proactive and reliable rather than restrictive or reactive.

## **ABOUT US**

We're building the UK's first genuine natural capital portfolio, acquiring large landscapes, restoring them, and creating investable natural capital products like premium carbon credits, biodiversity units, renewable energy partnerships, and ecotourism experiences (you can check them out at Oxygen Escapes). In just four years, we've grown to a valuation of around £400m with 50,000+ acres owned and helped connect over half a million acres for nature. Our mission is simple: prove that restoring ecosystems can deliver transformative environmental, social, and financial returns.

Our work hasn't gone unnoticed. In 2022, we were named Start-Up of the Year at the Business Leader South West Awards, followed by Team of the Year at the 2023 Edie Awards and our nature funding agreement with Triodos won ESG Deal of the Year at the 2024 Insider South West Dealmakers Awards. Our founder and CEO, Dr Rich Stockdale, is featured in the ENDS Power List as one of the top 100 UK environmental professionals driving significant impact, and was shortlisted for Edie's Leader of the Year Award in 2024.

## **KEY INFORMATION**



- Term: Full time, permanent
- Location: Remote with travel to OC offices and estates for team events and meetings, approximately once per month
- Closing date: When we find the right person
- Salary: The salary range for this role is £40,000 to £50,000. We typically bring people in toward the lower end of the range, with salary increasing as a result of strong performance.

## **ABOUT THE NEXT STEPS**

To help you prepare for an interview, here are a list of questions we've used in previous recruitments. Now, here's the twist: they might come up in our conversation, or they might not. Consider this a sneak peek, an insider's tip to help you feel ready and excited for interview.

- Environment: Please tell us about your relationship with the natural world and what living sustainably means to you?
- Getting to know you: What do you need from us to be awesome in this role?
- Response to Challenge and Learning: Can you describe a time when you faced a significant challenge or setback? How did you approach it, navigate the messy middle, and what did you learn from the experience?
- Technology and AI: Tell us about a time you helped someone use technology more effectively. What was the challenge, what did you do, and what changed as a result?
- Multitasking, Organisation, and Prioritisation: Your priorities here will change constantly. What do you do when priorities shift quickly? Can you give us an example of when you were particularly effective at managing competing demands?
- Working Pattern: What does working flexibly mean to you?

We hope the information in this candidate pack has inspired you to apply. Please be bold, creative, and most importantly, be yourself throughout the whole application process. Good luck!



