

**Job Title:** Graduate Placement - Junior Advisor (Business Management, Innovation and Internationalisation)

**Company:** RTC North Ltd

**Office Location:** Sunderland, Leeds, Daresbury - Hybrid working

**Application Deadline:** Open

**Salary:** 23k – 29k

**Overview:**

Small businesses are the backbone of the UK economy, contributing significantly to national productivity, wealth, and job creation. RTC North Ltd, a leading organisation working with UK SMEs, plays a vital role in supporting small companies to innovate, tackle current industrial and societal challenges, boost productivity, and foster growth. With recent contract wins, RTC North is expanding its team and seeking enthusiastic graduate advisors interested in business management, innovation, and internationalization.

RTC North specialists engage with over 3,000 companies annually, helping them develop growth strategies, create innovative products and services, and access new markets.

**History:**

Launched in 1989, RTC North was one of the 12 Regional Technology Centres established around the country to help manufacturers develop new products and services and manage change through the adoption of new technology. RTC has grown steadily into its current position as a trusted and long-established business support organisation on a regional, national, and international level.

<b>Position</b>	Graduate Placement - Junior Advisor (Business Management, Innovation, and Internationalisation)
<b>Reports To</b>	Home Team Leader

<b>PURPOSE</b>
As a Junior Advisor, you will collaborate with our advisory teams to deliver coaching, consulting, and improvement projects for small businesses. You will engage in various areas of focus, including innovation management, productivity enhancement, technology adoption, scaling up, investment readiness, internationalisation, and supply chain diversification.

<b>DESCRIPTION</b>
<p>Key Responsibilities:</p> <ul style="list-style-type: none"> <li>• Assist our marketing and advisor teams in identifying potential client companies.</li> <li>• Onboard new clients by gathering essential baseline data, company background, financials, key markets, innovation needs, and growth opportunities.</li> <li>• Support advisors in comprehensively diagnosing clients' needs while working with senior leaders.</li> <li>• Collaborate with business specialists and client companies to create tailored action plans that facilitate business growth and innovation.</li> <li>• Deliver support to small companies, collaborating with colleagues and external experts as necessary.</li> <li>• Identify suitable grant funding opportunities and assist clients in accessing them.</li> <li>• Provide referrals to additional support resources upon completion of the action plan.</li> <li>• Monitor and report performance against targets and impact for clients.</li> <li>• Engage in business development through networking and stakeholder engagement.</li> </ul>

## Special Projects:

In addition to your primary responsibilities, you will have the opportunity to participate in internal teams working on innovative projects. RTC North is dedicated to finding new ways to meet the needs of small businesses in various areas:

- **Technology Adoption and Diffusion:** Supporting small companies in understanding and adopting new technology to enhance productivity and innovation.
- **Developing Supply Chain Opportunities:** Collaborating with large enterprises to create connections with small companies and promoting technology solutions that encourage collaboration.
- **Net Zero and Decarbonisation:** Assisting small companies with challenges and opportunities related to achieving Net Zero emissions.
- **SME Benchmarking:** Piloting SME benchmarking tools in partnership with technology partners to provide valuable insights into challenges faced by small businesses.

## Qualifications:

- Bachelor's degree in a related field (recent graduates are encouraged to apply).
- Passion for business management, innovation, and internationalisation.
- Strong analytical and problem-solving skills.
- Excellent communication and interpersonal abilities.
- Ability to work effectively in a team.
- Willingness to adapt and learn in a dynamic environment.

## Why Join RTC North:

- Opportunity to make a meaningful impact on the growth and success of small businesses.
- Exposure to a diverse range of projects and industries.
- Professional development and training opportunities.
- Collaborative and supportive work environment.
- Competitive compensation and benefits package.

If you are a recent graduate with a passion for helping small businesses thrive, apply now to join our dynamic team at RTC North and contribute to the future of the UK economy.

**How to Apply:**

Interested candidates are invited to submit their CV and a cover letter outlining their motivation for applying to work at RTC North to [mica.macinnes@rtcnorth.co.uk](mailto:mica.macinnes@rtcnorth.co.uk)

RTC North Ltd is an equal opportunity employer. We welcome applications from candidates of all backgrounds and experiences.