

JOB DESCRIPTION – Sustainability Manager

Reports to: Property Services Director

Line Management: Nil

Job summary

Transform Haig’s approach to sustainability and deliver long term performance gains
 Identify sustainability targets, formulate plans and coordinate delivery across the organisation
 Work closely with senior colleagues and Board to deliver sustainability goals and strategic outcomes
 Keep up to date with relevant technology and provide sustainability advice to the organisation
 Develop strong networks within the sustainability community
 Use sector best practice to ensure sustainability policies, processes and systems fit for purpose
 Be a sustainability champion to drive staff engagement and adoption of best practice across teams
 Set a strong personal lead in all areas of performance and behaviour
 Manage the sustainability budget, secure new funding to contribute towards sustainability projects & goals
 Lead core sustainability projects and contribute to Trust-wide projects to improve sustainability

Person Specification

| | Essential | Desirable |
|--|-----------|-----------|
| Qualifications, Skills & Experience | | |
| Relevant qualification or experience of delivering sustainability projects | x | |
| Outstanding leadership and communication skills, able to achieve results by inspiring others | x | |
| Clear effectiveness meeting targets by working collaboratively with colleagues | x | |
| Successful change management to meet organisational objectives | x | |
| Skilled in applying decarbonisation and retrofit technologies and provide effective advice | x | |
| Knowledgeable about decarbonisation challenges & solutions within social housing | x | |
| Skilled in planning a delivering effective sustainable projects, policies & processes | x | |
| Ability to resolve detail whilst maintaining sight of the bigger picture | | x |
| Clear accountability, delivers high quality work against taut deadlines | x | |
| Outstanding performance & collaborative delivery of tasks across team boundaries | x | |
| Success in identifying and obtaining new income streams | x | |
| Personal Qualities | | |
| Dynamic, flexible and innovative, using best practice from other sectors | x | |
| Able to interpret strategy into delivery & make sense of the big picture for the team | | x |
| Excellent communication, interpersonal & influencing skills at all levels | x | |
| A collaborative leader who works with colleagues to deliver strategic outcomes | x | |
| Self-motivated, able to challenge & be challenged in line with organisational values | x | |
| Able to build relationships, trust and credibility with diverse audiences | | x |
| A problem solver, with clear evidence of a proactive, collaborative & agile mindset | x | |
| Clear identification with and understanding of the charitable purpose | | x |
| A self-motivated problem solver, able to challenge and be challenged in line with our values | x | |
| Dynamic, innovative & flexible, able to deliver with minimum direction | x | |
| Comply with responsibilities regarding safeguarding and training | x | |