 Job Title: Climate Change Officer

Grade: 9

Our Vision

A county where big ambitions, great connections and greener living give everyone the opportunity to prosper, be healthy and happy

Our Outcomes

Everyone in Staffordshire will:

* Have access to more good jobs and share the benefit of economic growth
* Be healthier and more independent for longer
* Feel safer, happier and more supported in their community

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

* Ambitious – We are ambitious for our communities and citizens
* Courageous – We recognise our challenges and are prepared to make
courageous decisions
* Empowering – We empower and support our people by giving them
the opportunity to do their jobs well.

About the Service

Through its statutory function as a Waste Disposal Authority, the Sustainability and Waste Management Service makes provision for residual waste treatment and disposal facilities for all eight Waste Collection Authorities within Staffordshire. This can include the provision of transfer facilities at strategic locations to ensure efficient haulage of waste to treatment/disposal points and if requested, provision of treatment/recovery facilities for recyclables and organic waste.

It is also responsible for providing specialist advice to the County Council on all matters related to Sustainability and in particular is responsible for producing and maintaining the Corporate Sustainability Strategy, providing specialist input into its implementation and monitoring.

Staffordshire County council declared a climate emergency in July 2019, bringing the authority onboard to reduce carbon emissions to zero by 2050. The role of specialist advise and experience related to carbon reduction also falls within the remit of this team, this is a vital part of the authorities decision making processes on all aspects of our service delivery.

Similarly, it is also responsible for the County Council’s activities in providing community leadership through partnership working and the Local Economic Partnership.

Furthermore, the service operates 14 household waste recycling centres where residents can deposit household waste; manages the environmental integrity of historic landfills under the ownership of the authority, maintains an up to date strategy and makes payments of Recycling Credits to the eight Staffordshire waste collection authorities where appropriate.

The Sustainability and Waste Management service also contributes to a range of other Corporate Priorities including Customer satisfaction, financial control, value for money, health & safety and equalities

Reporting Relationships

Responsible to: Sustainability Manager

Responsible for: Volunteers/placements as required

Key Accountabilities:

1. To act as the lead officer for Economy Infrastructure and Skills on all matters relating to climate change, environmental sustainability and carbon management; so that they contribute to the target of achieving net carbon zero by 2050 and assist in meeting the objectives with the Climate Change Strategic frame work.
2. Co-ordinate Economy Infrastructure and Skills actions on climate change as set out in Staffordshire County Council’s Climate Change Emergency Declaration and Corporate Policy Document Climate Change Strategic frame work.

1. Responsible for ensuring that Economy Infrastructure and Skills contributes to and supports the Corporate strategy on Climate Change; by supporting teams to meet their objectives with the annual Climate Change Action Plan.
2. To liaise with the Change Team to secure key actions for the Climate Change Action Plan in divisional business plans; so that the carbon emission produced by the authority are reduced.
3. In liaison with other directorates to capture information for, required by consultants responsible for undertaking audits on carbon emissions and to provide specialist support to teams Assistant Directors assisting them in producing progress reports.

1. Co-ordinate, manage and maintain, in liaison with Head of Service Waste and Sustainability, the Directorate’s Climate Change Action Plan and Annual Report
2. In collaboration with Heads of Service in Economy Infrastructure and Skills, to identify and quantify potential carbon saving opportunities by providing specialist advice and commissioning appropriate surveys and projects through the climate change budget.
3. To develop, a County Council policy on climate change so that the whole organization understands the commitment the Authority and their role in achieving this
4. To support directorates with specialist advice and assist in the production of carbon baselines, actions for the Climate Change Action Plan and develop climate change awareness campaign.
5. To promote and contribute to Economy Infrastructure and Skills Capital Strategy through invest to save programmes and identify and secure funding opportunities which will contribute to major capital investment programmes such as green energy projects for the Future.
6. To liaise with the School Improvement Division on curriculum opportunities and support programmes such as Eco schools, which will promote carbon management through learning and technology.
7. As part of the Corporate Communications Climate Change Campaign, promote and raise awareness of climate change issues within Economy Infrastructure and Skills along internal SCC staff and external partners and members of the public to reduce carbon emission both internally to SCC and across the county externally.
8. To undertake any other duties which are commensurate with the grading of the post.

Professional Accountabilities:

The post holder is required to contribute to the achievement of the Council objectives through:

**Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

**People Management**

Engaging with People Management policies and processes

**Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Climate Change**

Delivering outcomes in line with the vision and strategy of the Council.

**Health and Safety**

Ensuring a work environment that protects people’s health and safety and that promotes welfare, and which is in accordance with the Council’s Health & Safety policy.

**Safeguarding**

Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**

|  |  |  |
| --- | --- | --- |
| Minimum Criteria for Disability ConfidentScheme \* | Criteria | **Measured by**A=assessed at ApplicationI=assessed at InterviewT=assessed through Test |
| **employer_small** | **Qualifications/Professional membership*** A degree level qualification in an environmental discipline
* Proficient in the use of MS Office Software; Excel and Access.
 | AA/I |
| **employer_small****employer_small****employer_small** | **Knowledge and Experience** * Relevant demonstrable practical experience in Climate Change, environment or other related work.
* Significant experience in auditing performance with respect to climate change such as carbon base lining
* Comprehensive knowledge of legislation, formal guidance and good practice in respect of carbon management
* Experience in writing reports and presentations for public meetings and committees
* Experience of liaising and proven negotiating.
* A knowledge of premises management
* Experience of submitting and securing bids for funding
* The ability to demonstrate experience of Project Management.
* A proven track record for improving services through own initiative
* Demonstrate the ability to organise and prioritise work in order to meet deadlines
* Ability to work on own initiative
* Ability to work within a team
* Ability to communicate clearly, both verbally and in writing
 | A/IA/IA/IA/IA/IA/IA/IA/I |
| **employer_small** | **Skills*** Ability to work to a very high degree of accuracy with attention to detail
* effective numeracy and analytical skills
* Effective verbal and written communication skills
* The ability to negotiate positively in difficult situations
* Organisational skills with the ability to plan and prioritise work and to meet deadlines
* Excellent interpersonal skills with ability to motivate, empower persuade and influence
* This post is designated as a casual car user
 | A/IA/IA/IA/IA/I |

**** If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the **Disability Confidence Symbol,** whichis a recognition given by Jobcentre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention and career development of disabled people.

If you need a copy of this information in large print, Braille, another language, on cassette or disc, please ask us by contacting

**Shared Services on 01905 947446**