



Job Description: Sustainability Advisor

Post Title:	Sustainability Advisor
Salary:	Circa £30,000 pro rata
Duration:	Initial 1 year contract
Hours:	30 Hours per week / flexible working
Start-Date:	September 2021
Location:	Home working / Cardiff office
Line-Management:	Principal Consultant

**All of our team currently work on a 4 day (30 hour) flexible working week (usually Monday - Thursday).*

Cynnal Cymru – Sustain Wales is the leading independent sustainable development organisation in Wales. We exist to accelerate progress towards a low carbon economy, a fair and just society and a thriving natural environment.

Working with our cross-sector members and wider network, we set the agenda and identify opportunities for action on sustainable development; support our members and communities of practice with their sustainability agendas; and share knowledge through training and consultancy work. We are the official partner of the Carbon Literacy Project in Wales and the real Living Wage Accreditation body for Wales.

We would like to hire a technical advisor to support our consultancy service, helping it to grow so that we can help more organisations in Wales improve their environmental impact and develop integrated sustainability strategies.



Job Purpose

Support the Principal Consultant in the analysis of clients' and members' environmental impacts, offering advice on technical options within the context of current legislation.

You will be required to undertake environmental audits or “health checks” of organisations in the private, public and voluntary sectors – typically SME (less than 250 employees) size - calculate carbon footprints and make assessments across a range of environmental aspects. Following this analysis, you will discuss with the Consultant and client, options for improvement and mitigation and make recommendations for action. You will help clients and members to create environmental/carbon reduction/waste reduction action plans, and potentially support the client to attain a verified standard such as Green Dragon or ISO14001.

You will stay up to date with developments in low carbon and circular economy innovation so that you can brief colleagues, the Board and members of Cynnal Cymru as required.

Key Responsibilities

- Support the Principal Consultant to undertake environmental health checks and audits of clients, analysing the data available to calculate carbon footprints and identify non-compliances and good practices.
- Support the development of environmental action plans and management systems using either verified standards, Cynnal Cymru templates or bespoke approaches.
- Prepare data for presentation.
- Contribute to written reports and analysis.
- Suggest options for improvement and mitigation, referring to current best practice and emerging innovations.
- Research developments in environmental management and legislation.
- Support colleagues to identify and develop new client relationships.



Person Specification

Essential

- A BSc. or HND in a relevant subject or three years' experience of environmental management.
- An ability to handle and present numeric data.
- An understanding of carbon foot-printing and the circular economy.
- Familiarity with ISO14001 and other verified standards.
- Familiarity with Welsh and UK environmental legislation, and international agreements.
- Confident and clear verbal communication.
- Attention to detail and numerical precision.
- A team player but a willingness to take the initiative.
- Resident in Wales.

Desirable

- Welsh language (good level of verbal and written skills).
- A keen interest in the development of low carbon and circular economy solutions and an ability to write short articles about emerging trends.
- An understanding of the concept of ecosystem services and the management of green infrastructure.
- An entrepreneurial outlook and a desire to find solutions to environmental problems.

Please send your application form along with the equal opportunities form to jobs@cynnalcyrmru.com

For more information about this role, please contact Rhodri Thomas, Principal Consultant



Diversity and Inclusion

Cynnal Cymru is committed to providing equal employment opportunity in all of its employment programs and decisions. We recognise that a diverse and inclusive movement is critical to solving climate change and other sustainability challenges, and that we must ensure that those directly impacted – particularly those who have been excluded in the past – are at the centre of the movement for change.

We do our best to make staff positions accessible to all potential team members, regardless of race, colour, national origin, ethnicity, age, disability, assigned gender, gender expression or identity, sexual orientation or identity, religion or creed, veteran status, and marital or parental status. We strive to recruit team members from communities most impacted by climate change or impacted by other kinds of environmental, social, and economic injustice. We therefore strongly encourage applications from people of colour, women, LGBTQ people and members of marginalised communities.

Sustainability

We expect you to carry out your job responsibilities in a sustainable manner, ensuring as little damage to the environment as possible. Our aim is to ensure all resources are utilised effectively, efficiently, and ethically.

Welsh Language Policy

In carrying out our work, we try to be as bilingual as possible in our daily operations and treat the English and Welsh languages equally so far as is appropriate in the circumstances and reasonably practical.

If you are invited to interview for the position, do let us know if you would like any carer's costs that you incurred due to attending this interview to be reimbursed. Interviews will be carried out remotely during Covid-19 restrictions.

Please contact jobs@cynnalcymru.com to discuss anything you might need to access and take part in the interview process or have other questions about the application process.