



MERSEYSIDE RECYCLING & WASTE AUTHORITY

### PERSON SPECIFICATION

<b>JOB TITLE</b>	<b>Sustainability and Climate Action Officer</b>	
<b>LOCATION</b>	Mann Island	
<b>GRADE</b>	Band G	
<b>REPORTS TO</b>	Strategy & Development Manager	
<b>MAIN PURPOSE OF THE JOB</b>		
<p>To coordinate and assist the Authority's response to the climate emergency.</p> <p>To embed climate considerations into project development and decision-making processes across the Authority.</p> <p>To drive the Authority's Sustainability monitoring, reporting and action. To support MWDA to achieve its net zero and zero waste targets.</p>		
<b>ESSENTIAL CRITERIA</b>		<b>DESIRABLE CRITERIA</b>
Experience of developing and delivering a range of Climate Action initiatives to a varied audience.		Previous Local Government Experience
Ability to keep up to date with current research on sustainability and climate change and integrate this into organisational strategic objectives.		Experience of working with community groups to promote climate change, zero waste and carbon.
Ability to understand the implications of the current Climate Emergency and work towards localised plans to combat this.		Good understanding of environmental legislation and UK regulatory framework and the ISO14001 standard.
Working knowledge of Sustainable Development Goals.		

Advanced high-level knowledge and a comprehensive understanding of sustainability and climate change.	
<b>QUALIFICATIONS AND TRAINING</b>	
Educated to degree level (or educational equivalent) or proven relevant experience in a field relevant to the job.	Current membership or an eligibility of an appropriate Professional body
<b>PRACTICAL SKILLS</b>	
Ability to write clear and concise reports, letters and statements on behalf of the Authority	Experience of delivering carbon literacy training or similar.
Excellent information technology skills	Considerable experience of building successful partnerships, including securing external partner support and investment.
Ability to analyse complex information and present that information in a clear manner	
Familiarity with project management/programme management	
Excellent organisational and interpersonal skills	
<b>Excellent Presentation Skills</b>	
<b>PERSONAL QUALITIES &amp; ATTRIBUTES</b>	
To have a professional outlook and act professionally at all times	
High level of personal integrity and confidentiality	
Have a confident and personable approach	
To be a good team player with the ability to adapt quickly and to be able to work with the minimum supervision	
To have a flexible approach to service delivery implementation	
A willingness to develop as an individual and as a professional and to attend appropriate training courses as identified through the staff development scheme	
<b>OTHER REQUIREMENTS</b>	

Ability to organise own workload and prioritise effectively	
Ability to initiate, plan and organise team work efficiently and effectively against broader organisational goals and staff development needs	
Ability to meet tight deadlines in a busy working environment	

**Last Updated:**