



JOB DESCRIPTION

POST: Head of Climate and Nature Recovery

DEPARTMENT: Climate and Nature Recovery

REPORTING TO: Chief Operating Officer

RESPONSIBLE FOR: Climate Change Manager, Biodiversity Manager, Sustainable Travel Officer, Climate Change Project Officers

GRADE: 8

MAIN JOB PURPOSE:

Service Roles and Responsibilities

- This is a high-profile area where the role will be required to shape and deliver the Councils' response to the climate, biodiversity and wider environmental crises.
- Provide leadership of the Councils' environmental performance, tackling the challenges of climate change mitigation and adaptation, as well as helping protect and enhance biodiversity and ecological functions across the districts and beyond.
- Responsible for transforming the Councils' approach to environmental sustainability with a focus on delivering meaningful improvements to the Councils' own impacts and impacts across the district areas.
- You will have responsibility for ensuring the delivery of Greenhouse Gas Emissions Reporting and Carbon Reduction Management Plans, using your skills and expertise, working with a wide range of internal and external partners.
- You will have responsibility for creating an environment strategy that amplifies the Councils' approach to nature recovery and ties climate, biodiversity and ecosystem recovery together.
- You will influence colleagues across the Council's to deliver a range of projects that reduce greenhouse gas emissions from our buildings and fleet, to monitor and report on performance against environmental targets and to

communicate climate change, biodiversity and environmental issues to internal and external stakeholders.

- You will lead a step-change in the ways that the Council inspires, supports and works alongside its communities to encourage and empower them to deliver transformative projects that address the myriad environmental crises that we face.
- You will work closely with the Chief Operating Officer to shape the culture of the organisation so that delivering climate resilience and nature recovery are firmly embedded in decision-making.
- You will demonstrate strong professional and technical skills, as well as core management and leadership skills. With a focus on developing individuals and demonstrating commitment to the Council's values and behaviours.
- Any other duties of a similar nature which may be required.

Manager Roles and Responsibilities

As well as the service roles and responsibilities, there are a set of core manager roles and responsibilities:

- Lead the continuing development and deployment of professional and technical expertise in a specific area, whilst actively managing an operational service keeping up to date with changes and innovations in their field and translate their knowledge and expertise into supporting innovative service delivery,
- Collectively and corporately, work with their peer group, senior managers, teams and individuals including Councillors and partners, to integrate and transform delivery in order to improve outcomes for people and places in Babergh and Mid Suffolk.
- Lead on key aspects of performance management – ‘the golden thread’ – managing individual and team performance to maximise and contextualise contributions.
- Participate in the full range of organisational activity including the development of corporate strategic priorities, the interpretation and translation into service delivery and achievement of outcomes.
- Ensure that the fundamental core activities are carried out well and that teams are appropriately supported and take pride in their work.

DUTIES AND RESPONSIBILITIES:

Managers must fulfil the following key roles and responsibilities: They will:

- a) Provide expert professional, operational and technical management advice,
- b) Support and guidance to Management Team, Councillors, peer Heads of Service and Service Delivery Teams.
- c) Collaborate with other Managers to ensure consistency of operational delivery.
- d) Participate fully in change management processes to ensure that initiatives achieve anticipated service improvements.
- e) Work with communities/customers to provide good support/services, often working on cross-cutting initiatives to fulfil our 'locality' role.
- f) Support the Management Team and Councillors in developing and managing external and partnership- based relationships, ensuring that the reputation of both councils is continually enhanced.
- g) Effectively manage resources including budgets, staff, contracts, information and intelligence to ensure efficient and effective service delivery.
- h) Professionally lead the teams in a way that allows for flexibility where appropriate and enables individuals to grow and develop, reducing the level of command and control; and delegating effectively.
- i) Lead a range of projects and programmes, as discussed and defined with Directors/Management Team –these may be cross-cutting and/or service specific.
- j) Participate in the development of corporate strategic priorities and determine with Directors the specific operational activities needed to deliver strategic objectives and outcomes.
- k) Work in partnership as required, developing relationships that are in the Councils' interests and benefit communities/customers, maximising the benefits of joint and collaborative approaches –supporting both strategic and operational priorities.
- l) Be an Ambassador for the Councils, promoting Babergh and Mid Suffolk as a place, and helping to develop strong communities.

This post will be required to work corporately and collaboratively within its own service and across all other service areas in order to achieve the specific deliverables.

Additional information

- a) Does this job require a DBS check? No
- b) This job will participate in planning for emergencies in terms of response to or maintaining business continuity during an emergency. The jobholder will participate in training, exercises, response, recovery or other activities to support the councils' statutory duties in relation to emergencies under the Civil Contingencies Act (2004). It is expected that when requested to

do so the jobholder will temporarily but immediately cease their normal role to support the emergency planning or response activity.

c) The post is designated as being politically restricted in accordance with the term of the Local Government Housing Act 1989 and subsequent amendments. The effect of this is to prevent the postholder from having any active political role either in or outside the workplace, and automatically disqualifying them from standing for or holding elected office.

This is not a comprehensive definition of the post. Postholders are expected to undertake any work that comes with the remit of the post's main objective. This job description will be kept under review and may be changed at any time subject to consultation with the postholder.

PERSON SPECIFICATION

The Person Specification focuses on the knowledge, skills, experience and qualifications required to undertake the role effectively.

REQUIREMENTS	MEASURED BY:
The postholder must be able to demonstrate:	A Application form I Interview T/P Test/Presentation
EDUCATION/TRAINING <i>(Academic, vocational/professional and other training)</i>	
<ul style="list-style-type: none"> A relevant degree/higher level qualification/technical qualification/professional qualification or equivalent in an environment-related subject Significant post graduate qualification or relevant experience, in a related discipline Membership of a relevant professional body. – desirable, but not essential Considerable breadth and depth of knowledge gained through experience 	<p>A</p> <p>A</p> <p>A</p> <p>A</p>
KNOWLEDGE & EXPERIENCE <i>(e.g. report writing, office experience, Microsoft office)</i>	
<ul style="list-style-type: none"> Comprehensive knowledge and understanding of national and international legislation, policy and strategy on climate change, biodiversity and wider sustainability issues Excellent knowledge of sources of environmental and climate change data. Extensive experience of successfully leading an environmentally-based service within a local government and political environment. 	<p>I</p> <p>I</p> <p>A</p>

<ul style="list-style-type: none"> • Knowledge of national, regional and local funding agencies and opportunities • In depth understanding of most technical aspect(s) of climate change and nature recovery. • Strong understanding of issues relating to behavioural change. • Experience of effectively managing and developing staff • Experience of preparing formal written reports and presentations for senior management, elected Councillors and other stakeholders • Experience of managing budgets and funding streams. • Experience of dealing effectively with changing demands and tight deadlines whilst maintaining quality services. 	<p>A/I</p> <p>A/I</p> <p>I</p>
<p>SKILLS/ATTRIBUTES (e.g. communication, interpersonal, decision-making, problem-solving, team player, reliable)</p>	
<ul style="list-style-type: none"> • Excellent and adaptive communication skills including experience of negotiating and influencing, providing challenge and delivering complex information in an understandable way. • Overt commitment to openness, inclusiveness and integrity evidenced in a range of working environments where highly effective working relationships have been built with Councillors, colleagues, partners and stakeholders • Politically astute, with significant previous experience of working with Elected Members in a range of local government environments. • Tenacious and resourceful: can challenge with confidence: understands and can work with ambiguity • Awareness of the external environment and its impact on the Council • Lead on the council's vision to become carbon neutral by 2030 with the expertise to manage the projects to successful conclusion. • Can demonstrate previous success in motivating and developing teams and individuals, including evidence of effective delegation, effectively manage performance conduct and absence issues. • Aptitude for commercial skills, and business acumen with a willingness to learn new approaches • This role will lead on the delivery of climate change and environmental plans and will require a high level of independence and initiative to engage and influence colleagues and stakeholders. • A strong commitment and enthusiastic approach with a passion for sustainability and the environment is required to 	<p>A/I</p> <p>A/I</p> <p>I</p> <p>A</p> <p>I</p> <p>A/I</p> <p>I</p> <p>I</p> <p>A/I</p>

<p>bring about culture change.</p> <ul style="list-style-type: none"> Inspire, develop, and motivate staff and other organisations - lead the continuing programme of work that embeds climate emergency responses in all organisational culture, decision making, policies and systems and makes it standard council practice; to ensure that carbon reduction and sustainability is at the heart of our work across all services. Able to see the big picture and plan for the longer term. Competent in using the key elements of Microsoft (Excel, Word, Outlook) to a high level 	<p>A/I</p> <p>A/I</p> <p>I</p> <p>A/I</p>
<p>BEHAVIOURS Behaviours will be tested at interview against the Council's values (further detail below)</p>	
<p>Has a track record in continuous personal and professional development and an ability to encourage learning and development in others.</p> <p>Can demonstrate a willingness to learn and take ownership for own continuous development</p> <p>Has a commitment to championing the values:</p> <ul style="list-style-type: none"> Empowering, valuing and developing our people Valuing our customers Being open and honest Taking ownership Being ambitious 	<p>I/TP</p> <p>I/TP</p> <p>I/TP</p> <p>I/TP</p> <p>I/TP</p>
<p>EQUALITY AND DIVERSITY</p>	
<p>Considers and shows respect for the opinions, circumstances and feelings of colleagues and members of the public, no matter what their position, background, circumstances, status, appearance and whether they are one of the protected characteristics covered by the Equality Act 2010 (Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex or Sexual Orientation).</p>	<p>A/I</p>



Our Values

...we believe in



OUR CUSTOMERS

BEING AMBITIOUS

TAKING OWNERSHIP

BEING OPEN and HONEST

OUR PEOPLE



We empower, value and develop our people to work together as one dynamic and efficient team.

We care about delivering high quality, customer-focused outcomes with our communities and partners.

We are open, transparent and truthful.

We take pride in our work and take responsibility for our actions.

We are ambitious, inspiring our communities, taking pride in our places and striving for excellence.