

Project Lead - Whole Life Carbon Roadmap (12 months Fixed Term Contract)

Summary

UKGBC is recruiting a Project Lead to lead the development of a Whole Life Carbon built environment roadmap. The role will focus heavily on stakeholder engagement and advocacy to build consensus across the sector, as well as project managing the specific outputs for the roadmap. As well as working with the wider UKGBC team, the Project Lead will have the support of a dedicated Project Officer. This is a unique opportunity to lead the delivery of a high profile industry-wide output for publication at the COP26 UN summit in November 2021.

Background

The Paris Climate Agreement established a global commitment to limit increases in global temperatures well below 2°C which will mean decarbonising the global economy by the second half of this century. To meet this challenge the World Green Building Council (WorldGBC) launched the global Advancing Net Zero Campaign in 2016 which is calling for a net zero carbon built environment. The campaign has set targets for all buildings to be net zero carbon whole life carbon by 2050.

As part of this campaign, the WorldGBC European Network is establishing an multi-national project to develop whole life carbon roadmaps for decarbonising the built environment in different markets. The development of the roadmaps will be led by national GBCs across 10 European markets and will aim to build a common vision and agreed actions for achieving net zero carbon in the construction, operation and demolition of buildings and infrastructure.

In the UK, the roadmap will aim to bring together the diverse stakeholders from across the built environment sector to agree a high level roadmap for publication at the COP26 summit in Glasgow in 2021. The roadmap will include two main elements:

- A report setting out the actions, mechanisms and processes that will be needed to manage the net zero transition in the built environment, along with declarations of support from key organisations and figures from across the sector.
- A science-based trajectory for reducing built environment emissions in line with limiting global temperature rises below 1.5 degrees. This will build on existing resources from the Green Construction Board Low Carbon Routemap for the Built Environment which will be updated in line with the latest climate science and expanded to cover all built environment sectors.

Company Overview

UKGBC is an industry-led network with a mission to radically improve the sustainability of the built environment. It is a charity with over 400 member organisations spanning the entire value chain, we represent the voice of the industry's current and future leaders who are striving for transformational change.

We inspire, challenge and empower our members, helping them to identify and adopt the most sustainable, viable solutions. We also engage our members in advocating a progressive message to government, informing and influencing policy. Our vision is a built environment that enables people and planet to thrive by:

- Mitigating and adapting to climate change
- Eliminating waste and maximising resource efficiency
- Embracing and restoring nature and promoting biodiversity
- Optimizing the health and wellbeing of people
- Creating long-term value for society and improving quality of life

Job Description

Job title	Project Lead - Whole Life Carbon Roadmap
Department	Policy & Advocacy
Line Manager	Director of Policy & Places
Location	UKGBC offices, London

Purpose of job	Scope of job (dimensions)	
Lead the development of the whole life carbon roadmap for the built environment through project management, stakeholder engagement and communications.	People (eg. headcount)	Reporting to role: 1 Same job title holders: 0 Team members: 7
	Financial (eg. budget)	Responsibility for managing project budget of circa £200,000
	Other	1 year fixed term contract. Role would suit full time secondment

Principal Accountabilities (e.g. key responsibilities and projects)
<ul style="list-style-type: none"> • Lead and manage the delivery of the net zero whole life carbon roadmap for the built environment • Carry out extensive stakeholder engagement in support of the project – industry/UKGBC membership, professional, trade and NGO groups, and local and national government through face to face meetings, email and online communications and good contacts management • Ensure roadmap is complementary and aligns with related industry initiatives, such as sub-sector roadmaps • Facilitate stakeholder workshops and working groups as required under the project • Write content for and deliver high quality outputs that demonstrate the diverse range of views • Commission technical modelling and manage relationship with those commissioned • Present and support advocacy on Advancing Net Zero at external events and meetings • Liaise regularly with WorldGBC and other national GBCs involved in the project on coordination and collaboration • Ensure the project deliverables and KPIs are met and reported. Undertake project and financial reporting processes with WorldGBC and funders • Act as UKGBC knowledge expert on WLC in the built environment

Decision making authority (eg strategy – impact on business; customers/stakeholders; people – leadership and teamwork; process – operational effectiveness and controls)
<p>Without reference</p> <ul style="list-style-type: none"> • Project management • Research • Stakeholder engagement • Communications and networking activities

<p>With reference</p> <ul style="list-style-type: none"> Deciding project scope and activities Delivering project outputs Grant reporting

Key competencies	
Essential	Desirable
<ul style="list-style-type: none"> Excellent relationship-building & interpersonal skills Ability to juggle multiple workstreams/activities and maintain tight deadlines, organisational skills and excellent attention to detail Ability to work collaboratively as part of a team Strong communication skills both verbal and written, including presentational skills Facilitating discussion of diverse viewpoints and brokering agreement Ability to translate often complex sustainability information Confident and self-motivated, with good use of initiative Commitment to UKGBC mission and values Understanding of commercial aspects of built environment projects for the entire property life cycle 	<ul style="list-style-type: none"> Ability to think creatively to solve problems and deliver positive impact

Knowledge, experience and qualifications (<i>minimum requirements for the job</i>)	
Essential	Desirable
<ul style="list-style-type: none"> Educated to degree level or equivalent experience 7-10 years (or more) relevant experience in built environment sustainability Experience of engagement with private and public sector built environment stakeholders Knowledge of key stakeholders, industry bodies and policy-making processes for the built environment Experience of running workshops and roundtables with senior, external stakeholders - including virtual events Knowledge of issues relating to the whole life carbon assessment of built environment Keen interest in and experience of carbon and energy issues in the built environment Confidence in dealing with technical aspects of carbon reduction policy & practice specifically in the built environment 	<ul style="list-style-type: none"> Experience of corporate environmental frameworks, targets and reporting (e.g. TCFD, GRESB, CDP) Experience of building sustainability rating tools and certifications (e.g. NABERS, LEED, BREEAM) Experience of Salesforce or a similar CRM system

Terms & Conditions

Place of Work: In line with COVID 19 Government Guidance, UKGBC colleagues are expected to work from home.

When permitted, we also work in Building Centre, 26 Store Street, London WC1E 7BT.

Hours of work: 37.5 hours; normally 9am – 5.30pm, with scope for flexible working

Holidays: 28 days per annum pro rata, plus public holidays, plus 3 days Christmas closure

Salary & benefits: £40,000-£50,000 commensurate with experience, plus pension contribution

Length of contract: 12 months fixed term contract

Start date: November/ASAP 2020

TO APPLY: Email cover letter and CV to john.alker@ukgbc.org by 6th November 2020.