Sustainability Managers for Schools
Nurturing sustainability in education

Apply for new family-friendly jobs helping Ealing schools become greener and more sustainable

Do you want to make a difference to your community? Do you need a family-friendly career where you can learn new skills for a more sustainable future?

Are you someone who gets stuff done in your community? Are you someone who sees a challenge and does something to solve it?

Sustainability Managers for Schools ("SMS") is recruiting and training Ealing's first Sustainability Managers for qualifying schools.

If this sounds like something you could do, please using the following link - forms.gle/9mJbxdg3ThhMZCvE7 (or to complete a Word version, click this link - bit.ly/4bHj6DC and email info@sustainabilitymanagersforschools.org). SMS is looking for individuals that have practical skills and experience from previous roles whether that is professional, voluntary or personal. No specific qualifications are required. SMS is looking for individuals from all walks of life as it is only through everyone working together that we can achieve a greener and more sustainable future for all.

About Sustainability Managers for Schools C.I.C.
SMS has been set-up to revolutionise sustainability in UK schools. To support the UK's net zero targets, the Department for Education ("DfE") expects all UK schools to have a climate action plan with an associated staff sustainability lead by 2025. Without proper training and time, UK schools are simply not resourced to achieve this ambition. SMS will run a pilot programme to demonstrate the value of a dedicated school Sustainability Manager.

By providing a school with a Sustainability Manager, under-resourced schools will progress to net zero, pupils will learn green skills and brand-new family-friendly green jobs will be created in local communities.

What is a Sustainability Manager
With specialist SMS training and ongoing SMS support, a Sustainability Manager will work in partnership with an allocated SMS school to manage and implement the SMS programme. The SMS programme involves the creation of a school specific climate action plan and participation in the Eco-Schools Award. The Sustainability Manager will coordinate and monitor all SMS programme activities in collaboration with school stakeholders.

The Sustainability Manager will work with staff, pupils and the wider community to embed sustainability into education and school operations in accordance with the school's agreed climate action plan. The Sustainability Manager will record data and case studies to provide insight into the impact of sustainability measures designed to reduce carbon emissions, boost biodiversity, save money and develop green skills.

The Sustainability Manager will report to the SMS Founding Director and coordinate with other Sustainability Managers. SMS will support every Sustainability Manager with ongoing coaching

and training. On a day-to-day basis the Sustainability Manager will work closely with their designated school stakeholders to optimise school sustainability practices.

Responsibilities:

1. Collect data and collaborate with key school stakeholders to create a school specific climate action plan.
2. Coordinate a pupil eco-club and supporting staff group to enable the school to participate in the Eco-Schools award.
3. Lead the implementation of the climate action plan in partnership with all school stakeholders.
4. Monitor staff progress of embedding sustainability in lesson planning across the curriculum.
5. Undertake surveys and data collection to monitor impact of SMS programme.
6. Collaborate with the local authority, local organisations, environmental charities and local schools to identify opportunities for the school to progress sustainability initiatives across: green skills, energy efficiency, catering, biodiversity, waste, procurement and travel.
7. Coordinate with key external organisations to identify opportunities and funding (e.g. grant applications, competition entry and programme participation) to engage pupils and school stakeholders with sustainability practices.
8. Promote and raise awareness, at all levels of the organisation, of the impact of sustainability and environmental issues.
9. Ensure all activities adhere with safeguarding and Prevent guidelines.

Typical activities:

1. Meet with SMS team for coaching, updates and training.
2. Meet with school stakeholders to progress climate action plan development and implementation.
3. Host pupil eco-committee meetings with supporting staff members.
4. Lead and facilitate meetings to present reports and agree plans with school stakeholders.
5. Collect data, create case studies, conduct surveys, complete grant applications, prepare reports and progress relevant stakeholder initiatives.
6. Create content for eco-news for noticeboards, newsletters and social media.
7. Keep up to date with developments affecting your work and maintain and improve personal competence through continuous professional development.

The benefits:

- Salary of £12,000 per annum
- Part time: 16 hours per week
- Term-time only working
- One year fixed-term contract
- Flexible: you will have some control over your working hours, which could be worked over 2 full school days, or over the whole week in alignment with the school schedule
- Hybrid role: you will split your time between working onsite at your designated school, and working remotely
- 3% employer's pension contributions to the pension scheme

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About you:
You are determined to make a difference in your community and you enjoy working alongside other people to get things done. You are energised by getting stuck in to challenges and you are flexible and resilient to deal with whatever comes up and arrive at a solution. You are curious and keen to learn. You can organise yourself and others, juggling multiple tasks and prioritising accordingly. You are able to motivate and inspire people, and bring them along with you. You're a good listener, a strong communicator, and can quickly build trusted relationships with people in different roles, adults and children.

You don't need any specific formal qualifications or work experience. We're more interested in what you've done, in any sphere of life, which demonstrates that you have the skills that will make you successful in this role.

Particular experience we're looking for includes:

- Event organisation
- Collaborative management and coordination of groups of individuals
- Motivating adults, young people and children
- Finding solutions to challenges
- Effective working both alone and as part of a team
- Building effective teams for a specific outcome
- Active and self-led learner who keeps up-to-date with new ideas and ways of doing things

You will also be confident using standard IT applications such as Word, PowerPoint, Excel, and the Google product suite.

Applicants need to have the right to work in the UK and be able to commute easily within Ealing. An enhanced Disclosure and Barring Service ("DBS") check will be carried for successful candidates. We'll also need two references from non-family members.

Application process
Please complete our online application form using the following link - forms.gle/9mJbxdg3ThhMZCvE7 (or to complete a Word version, click this link - bit.ly/4bHj6DC and email info@sustainabilitymanagersforschools.org). We do not require a CV. The deadline for applications is 4 June 2024.

Successful applicants will be invited to an online interview over Zoom during the week of 10-14 June 2024. The final interview stage will be in person in Ealing where candidates will be asked to prepare a short presentation. Final interviews will be on 18 June 2024.