



Job Profile

Sustainability Advisor

Group: Infrastructure Delivery

Job Summary

To be completed by People and Culture team			
Job Family	Science and Environment	Career Stage	D
Job Function	Environmental Management, Public Health and Circular Economy	Career Stream	Professional
Coverage EA = Enterprise Agreement ICE = Individual Contract of Employment	EA	Last Modified Date	26/06/2023
To be completed by Manager ~ (Team Size relates to People Leadership)			
Work Environment	Hybrid	Team Size	
People Leader	No	Indirect Team Size	

Who we are.

At Sydney Water, we exist for our customers. We're more than 3,500 people working together, striving to do more and be better—better for the environment, our customers, our people, and our water. Our people are passionate about working together, and driving agility, accountability, innovation, sustainability, and exceptional customer experiences.

Sydney Water is the main provider of water, wastewater, recycled water, and stormwater services in Greater Sydney. Our employees are dedicated to our customers, ensuring services are reliable and affordable, we are proactive and easy to engage with, forward-thinking, and environmentally focused.

Working with us means helping to provide essential services, safeguarding Sydney's future with a sustainable water supply, and protecting our iconic waterways. Our strategy guides our journey to enhance customer outcomes and continue delivering robust services to our city into the future.

Job Purpose

To drive sustainability aspects and performance across Program Delivery. Support implementation of sustainability requirements and tools throughout the project lifecycle to help Sydney Water achieve its sustainability commitments and meet customer expectations. Provide sustainability advice to multi-discipline project teams. The purpose of the Program Delivery business is to lead and manage the prudent, safe, timely and cost-effective development and delivery of Sydney Water's Capital Investment Program. To ensure the high profile and strategically important investments we make are delivered successfully in the eyes of our customers, our stakeholders and ourselves. While successful development and the ultimate delivery and handover of significant assets is a key role of Program Delivery from a technical perspective, its main focus is on strategy realisation and value creation from a social, environmental, and economic perspective.



Accountabilities

Job Specific	• Provide sustainability advice in areas of expertise, such as decarbonisation, circular economy, material recovery, sustainable procurement, climate change adaptation and social sustainability across Sydney Water's Program Delivery portfolio. • Review documents such as greenhouse gas assessments, climate change and resilience plans, sustainability management plans, to support delivery of large programs of work and if relevant obtaining sustainability certifications. • Identify, develop, and deliver sustainability initiatives aligned with and to help achieve Sydney Water's strategy and blueprints. • Actively promote and support the implementation of sustainability, low carbon and climate resilience strategies to the required quality and timeframes. • Develop and implement appropriate sustainability and environment tools to monitor and improve sustainability and environmental performance across Program Delivery. • Implement the Sydney Water Environmental Management system, policies and procedures on projects. • Coordinate and undertake assurance activities of sustainability aspects throughout the project lifecycle. • Research and make recommendations on future sustainability opportunities and help support the transition of successful pilots to best practice in our projects. • Monitor, evaluate and report on sustainability performance of Program Delivery contractors for internal and external stakeholders on monthly, quarterly and annual basis. • Actively participate and contribute sustainability expertise in risk assessments as per program or project scope, identifying sustainability risks, and effective management. • Complete allocated tasks, within required timeframes and compliant with procedures. • Create and deliver well-structured and compelling communications, such as email advice, letters, reports, presentations. • Participate in PIRs, (Post Evaluation Reviews, Lessons Learnt Review and Benefits Realisation Reviews) of specific projects to ensure continual improvement.
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Role Requirements

Education / Qualifications

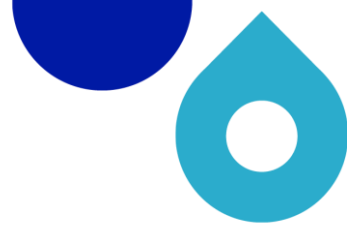
Required	A Degree qualification in relevant field with sustainability components (Science, Environment Management, Environmental Engineering, Social Science), or experience deemed equivalent.
Desired	

Certifications / Licences

Required	
Desired	Construction Industry Induction White Card (can be obtained in the role)

Experience

Required	3-5 years' work experience in a similar role within a similar industry - Exposure to working with multi-discipline project teams to implement management systems and achieve goals. - Experience using or demonstrated knowledge of carbon accounting principles and standards. - Knowledge of current relevant environmental and sustainability legislation and current environmental and sustainability issues - Demonstrated ability to manage stakeholders with competing interests to achieve desired outcomes. - Proven ability to achieve high quality and on time results by planning and organising effectively. - Proven ability to manage conflicting priorities. - Excellent written and verbal communication skills including the ability to influence effectively. - Strong analytical and problem-solving skill
Desired	- Experience in sustainability ratings, including but not limited to the Infrastructure Sustainability Council is desired. - Sustainability experience in infrastructure projects, and driving positive sustainability outcomes. - Experience in sustainable procurement is desired.



Capabilities and Skills

The capability and skill requirements for this role are identified in the skills profile listed below. This is comprised of Enterprise Capabilities, that are essential for all roles and functional skills, which are specific to each role.

Enterprise Capabilities (C-E)			
Capability	Descriptor		
Accountability	Ensures that own actions and those of others are focused on achieving goals and owning the outcome, in a safe, inclusive collaborative way.		
Agility	Adapts readily to change and encourages alternative views by using a range of interpersonal communication skills. Develops and coach's others while being aware of impact on others.		
Innovation	Develops innovative outcomes to solve problems in ways that are not immediately evident and encourages new ideas and thinking in others.		
Functional Skills			
Skill	Priority	Essential or Desirable	Proficiency level
Sustainability Initiatives	1	Essential	Developing
Sustainability Strategies	2	Essential	Developing
Sustainability Reporting	3	Essential	Developing
Corporate Sustainability	4	Desirable	Developing
Carbon Accounting	5	Desirable	Developing
Procurement	6	Desirable	Developing
Interpersonal Communications	7	Essential	Developing
Organizational Skills	8	Essential	Developing
Stakeholder Management	9	Desirable	Developing
Process Improvement	10	Desirable	Developing
Proficiency Level Descriptors			
Developing - Building practical experience, needs continued coaching.			
Intermediate - Independent execution, minimal guidance.			
Advanced - Fully independent execution, coaches' others.			
Mastery - Strategic, sought as expert internally and externally.			

Sydney Water takes the safe provision of its services to the public and the protection of its information assets extremely seriously. As a Sydney Water employee, you are required to understand your obligations under the [Acceptable Use of Information Technology Policy](#) and how Sydney Water's Information Technology is to be used. You must also help keep your workplace secure by ensuring you do not enable non-authorised people access to sites, maintain the integrity of locked entries and exits, and where appropriate, alarms being engaged.

Sydney Water requires all users to embrace and adhere to all enterprise and protective security policies, awareness programs and frameworks for Sydney Water assets.