

# Senior Sustainability Advisor

**Alternative titles:**

Sustainability Specialist

Sustainability Lead

Senior Social Responsibility Advisor

**Role Purpose:**

The Senior Sustainability Advisor will develop and execute specific elements of the sustainability strategy and objectives.

**Accountabilities:**

- Contribute to the development and implementation of sustainability strategies and policies
- Contribute to the development and implementation of community investment and engagement strategy to align with corporate vision and strategy
- Develop and implement community investment programmes (e.g. corporate sponsorships and donations and employee giving, matching and volunteering)
- Advise and inform the development of sustainable procurement practices
- Benchmarking sustainability performance across sites
- Lead the company's public sustainability reporting including the annual Sustainability Report and submissions to relevant indices such as TCFD, GRI and DJSI
- Oversee data gathering and validation
- Stakeholder engagement, materiality assessment and industry benchmarking
- Implementing key organisational programs such as volunteering, workplace giving and social impact investing
- Supporting the development and delivery of the endorsed company social responsibility strategy and direction
- Manage the external sustainability assurance process
- Plan and promote events to engage employees and raise awareness of CR efforts and progress
- Execute key projects as part of the net zero strategy
- Coordinate and participate in internal/external sustainability audits when required
- Integrate sustainability into major projects and key business processes such as procurement
- Contribute to governance aspects of the sustainability program including materiality assessments, risk mitigation, reporting / communication and opportunity utilisation

**Experience/Skills:**

- Relevant tertiary qualifications
- Experience in the development and implementation of sustainability initiatives
- Corporate experience in sustainability / corporate responsibility or related environmental or strategic discipline
- Demonstrated ability to develop credibility and trust with internal and external stakeholders
- Excellent understanding of sustainability principles and commercial drivers for sustainability
- Exceptional written and verbal communication skills
- Background in analysis, research or policy development

**Years' experience:**

3-5 years' experience

**Number of reports:**

Direct: 0

Indirect: 0