



## ROLE PROFILE

<b>Post Title:</b>	Estates and Facilities Management (EFM) Environmental Sustainability (ES) Manager	
<b>Grade:</b>	LC11	<b>JE: 2102</b>
<b>Location:</b>	Lancashire Constabulary HQ	
<b>Responsible to:</b>	Head of Estates and Facilities Management	

### Job Purpose:

Responsible for EFM environmental impact, resources, and plans. The ES Manager ensures the force evaluates both their current impact on the environment and determines how to increase their sustainable practices in the future, ensuring that the organisation complies with both local and global regulations regarding the environment.

### Key Responsibilities:

**This is not a comprehensive list of all the tasks which may be required of the post holder. It is illustrative of the general nature and level of responsibility of the work to be undertaken.**

- Develop and execute strategies to identify and address areas for sustainability improvement.
- Preparing proposals, budgets and reports about sustainability for review by the board and other key stakeholders.
- Develop and implement organisational policies and practices, by developing and implementing new ideas in relation to sustainability across the force
- Research EFM environmental sustainability issues and concerns, evaluating alternatives and determining proposed actions, for consideration by Chief Officer Team and Senior Management .
- Develop methodologies to assess the viability or success of sustainability initiatives.
- Develop policies and procedures to monitor and evaluate effectiveness of sustainability programmes.
- Implement an ES programme to ensure compliance with environmental or governmental regulations.
- Develop sustainability reports, presentations and employee guidance, to implement change and compliance.

- Conduct sustainability or environment related risk assessments.
- Identify ES funding opportunities.
- Write project proposals, grant applications, or other documents to pursue funding and or grants for environmental initiatives.
- Develop and implement an ES programme, including setting targets and goals, identifying risks and opportunities and establishing metrics to measure progress.
- Collaborate with cross-functional teams to identify and prioritise ES initiatives across the organisation, including in areas such as emissions reduction, waste management, sustainable sourcing, community engagement, and employee diversity and inclusion.
- Provide guidance and support to departments and business units to ensure that ES considerations are integrated into all business decisions and practices.
- Monitor and report ES performance, including preparing regular reports for senior management and external stakeholders.
- Stay up to date with ES trends and best practices and ensure EFM is at the forefront of industry developments.
- Manage relationships with external ES stakeholders, including regulatory bodies.
- To promote and comply with our obligations under the Equality Act 2010 and Lancashire Constabulary's policy on health and safety both in the delivery of service and the treatment of others.
- To be responsible for improving personal performance by actively engaging in the Continuous Professional Development (CPD) process.
- Demonstrate a strong commitment to delivering a high standard of service with an emphasis on quality at all times.
- To carry out any other duties which are consistent with the nature, responsibilities, and grading of the post.

### **Behaviours :**

The Competency and Values Framework (CVF) has six competencies that are clustered into three groups. These competencies will be incorporated into the interview stage of the selection process.

For more details on these competencies please follow the link provided.

<https://profdev.college.police.uk/competency-values/>

This role is required to operate at or be working towards the levels indicated below:		
<b>Resolute, compassionate and committed</b>		
<b>Behaviour</b>	<b>Level</b>	<b>To be Identified by</b>
We are emotionally aware	2	Interview
We take ownership	3	Interview
<b>Inclusive, enabling and visionary leadership</b>		
We are collaborative	2	Interview
We deliver, support and inspire	3	Interview
<b>Intelligent, creative and informed policing</b>		
We analyse critically	2	Interview
We are innovative and open minded	3	Interview

Please note the link will provide information about all competency levels however you should refer to the level indicated above. The levels are progressive so for example if level 2 is applicable all the areas in Level 1 & 2 in that competency area would apply to the role.

<b>Values :</b>	
All roles are expected to know understand and act within the ethics and values of the Police Service. These will be assessed within the application/assessment or interview stage of the recruitment/selection process.	
<b>Integrity</b>	<b>Impartiality</b>
<b>Public Service</b>	<b>Transparency</b>

<b>Qualification</b>		
<b>Essential</b>	<b>Desirable</b>	<b>To be identified by</b>
Degree in Environmental Science, Sustainability, Environmental Health and Safety or a related field.		Application Form / Certificate
Experience in ES / HSE risk management and assurance as well as environmental management		Application Form
Proven track record of sustainability strategy development and execution		Application Form
Evidence of Continuing Professional Development		Application Form
<b>Knowledge / Experience</b>		

Substantial experience in sustainability related roles, including developing and implementing successful ES programs and initiatives.		Application Form / Interview
Experience of formulating and developing new and bespoke ES strategies, policies and procedures at organisational level.		Application Form / Interview
Experience of working collaboratively with cross-functional teams, building strong relationships to deliver shared business objectives.		Application Form / Interview
Experience of analysing and interpreting complex ES data to identify key trends and themes, preparing and presenting these as management information, in briefings and reports at strategic level.		Application Form / Interview
Experience of being held to account for ES performance and delivery of business objectives, including developing, monitoring and reporting on ES performance metrics.		Application Form / Interview
Experience of working in a fast paced, dynamic environment, working to tight deadlines and with the ability to plan and organise workloads, often in changing circumstances		Application Form / Interview
Experience of managing, motivating and developing staff and the organisation to achieve ES and other business objectives.		Application Form / Interview
Experience of working on own initiative to investigate complex and challenging problems, developing appropriate solutions and taking timely actions to resolve them		Application Form / Interview
Experience of chairing meetings and engaging effectively with a wide range of stakeholders, internally and externally.		Application Form / Interview
Experience of building strong stakeholder relationships and partnerships, including effectively managing relationships with external stakeholders, such as regulatory bodies and industry associations.		Application Form / Interview
Strong communication and interpersonal skills, with the ability to present complex ES concepts to a variety of audiences, including individual and groups and at all levels of the organisation.		Application Form / Interview
Experience of using full functionality of Microsoft Software Applications including	Experience of using software applications	Application Form / Interview

Microsoft Office – Team, Word, Excel, Outlook and PowerPoint.	specific for this business area	
Knowledge of ES laws and regulations, including statutory obligations		Application Form / Interview
Promote and comply with our obligations under the Equality Act 2010, Data Protection and Health & safety legislation in the delivery of service and the treatment of others		Application Form / Interview
An acceptable level of sickness absence in accordance with the Constabulary's Attendance Policy		Application Form and References
Demonstrates a flexible approach to working practices and hours		Application Form & Interview
Demonstrates self-motivation and willingness to develop self within the role		Application Form & Interview
The ability and willingness to travel on Constabulary business, as required		Application Form & Interview
Full valid UK Driving Licence		Application Form

Please note that the use of the terms "Assessment & Interview" is based upon candidates being successfully short-listed. In addition, the Division reserves the right to select the most suitable candidate based upon any combination of assessments that is deemed appropriate.

**Date last updated: July 2024**