

## Job Description

<b>Role Title</b>	<b>Technical manager – Net Zero</b>
<b>Job Family &amp; Category</b>	<b>Technical Specialists: Senior technical specialist</b>
<b>Team</b>	Insight & Evaluation
<b>Line Manager</b>	Senior Manager – Insight & Evaluation
<b>New/ Existing Role</b>	Existing
<b>Perm/ Fixed Term</b>	Permanent
<b>Resource and Management Responsibilities</b>	<ul style="list-style-type: none"> <li>▪ <b>Budget/ Equipment Responsibilities:</b> as required for individual projects</li> <li>▪ <b>People Responsibilities:</b> 1-3</li> <li>▪ <b>Contractor Responsibilities:</b> as required for individual projects</li> </ul>
<b>Job purpose</b>	<p>Delivering emission reductions is a critical part of the Energy Saving Trust’s mission and data underpins all informed decision-making by the organisation. Based on the strong credentials of trust, knowledge and impartiality, we use evidence to identify and quantify emissions and make recommendations for reductions.</p> <p>This role will be leading on Energy Saving Trust’s Net Zero services for our diverse public and private sector clients. This will involve developing products, growing a business unit, training and leading a team of Net Zero specialists to calculate and report emissions and deliver Net Zero plans in line with science-based targets.</p>
<b>Key responsibilities</b>	<p><b>Technical project delivery</b></p> <ul style="list-style-type: none"> <li>▪ Apply technical knowledge to develop the best solution for clients across Net Zero strategy development and lifecycle analysis through desk reviews, data collection, data analysis, reporting and providing recommendations.</li> <li>▪ Lead Net Zero specialists on delivery, which involves liaising with clients to collect data, calculating and reporting carbon emissions (scope 1-3), conducting emission projections, building visual data dashboards, delivering net zero plans with science-based targets and providing other outputs to help clients align to a net zero trajectory.</li> <li>▪ Take overall responsibility for the team’s delivery ensuring quality outputs for external and internal clients. Ensure a highly customer-</li> </ul>

centric approach is implemented by the team, demonstrating Energy Saving Trust's values throughout your work and as a representative of the organisation.

#### **Knowledge sharing and collaboration**

- Drive collaboration with business development and other teams to maximise opportunities for mission-relevant work. This includes providing detailed technical input to Energy Saving Trust activities as required, including corporate activities, policy work, media work, advice development, strategy development and networking.
- Attend events and be a visible expert in the field, including delivering presentations and webinars to a range of audiences.

#### **People management**

- Provide leadership to the team, driving development of the team resource to ensure effective team performance and supporting the junior team members in their roles.
- Providing effective line management, demonstrating corporate values and applying coaching to support and develop direct reports.

#### **Business development support**

- Support the ongoing development of the consultancy service, whether that involves data model improvements, user interface enhancements, system and process upgrades, developing new products or otherwise.
- Support business development team to identify and develop opportunities at scale. Drive business growth by building the client base and consistently increasing the value proposition for existing and new clients.
- Build effective and collaborative relationships with key clients in government and the wider public and private sector, potential partners, and across Energy Saving Trust internal team.

#### **Personal development**

- Maintain and develop excellent knowledge of emerging developments in the sector relevant to Energy Saving Trust work and mission.
- A willingness to learn about and support our efforts to become a more diverse, inclusive, equitable and sustainable organisation.

**Within one month, you will:**

- Induction completed: Meet and greet of key members of the team and wider organisation. E-learning completed.
- Net Zero services: Get acquainted with ongoing projects, reviewing their status, timelines, and goals. This includes understanding technical requirements, dependencies, and potential challenges.
- Identifying immediate improvements: Identify quick wins and areas for immediate improvement, such as streamlining processes, resolving bottlenecks, or addressing any pressing technical issues.
- Building rapport: Building rapport with team members, encouraging a positive and collaborative work environment. This involves active listening, providing support, and addressing any concerns early on.

**Within three months, you will:**

- Performance management: Implement changes to improve team performance. This could involve streamlining workflows, implementing new tools or methodologies, and providing additional training or resources.
- Project progress: Make significant contributions to project progress, ensuring deadlines are met. This might involve resolving technical challenges, reallocating resources, or adjusting project scope as needed.
- Stakeholder communication: Improve communication with stakeholders, providing regular updates on project status, addressing concerns, and managing expectations effectively.

**Within six months, you will:**

- Strategic planning: Be actively involved in strategic planning, aligning team goals with broader organisational objectives. Contribute to long-term roadmaps, resource allocation, and technology decisions.
- Impact measurement: Establish metrics to measure the team's impact on project outcomes and net zero goals. This includes tracking key performance indicators, such as project delivery time, quality, and customer satisfaction.

<p><b>Knowledge, skills and qualifications required</b></p>	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>▪ At least five years of relevant work experience in delivering Net Zero consultancy.</li> <li>▪ Proven experience of leading the delivery of scope 1-3 emission inventories for a wide range of clients across multiple sectors using GHG Protocol or ISO 14064-1, and SECR reporting.</li> <li>▪ Proven experience of leading the development of science-based targets using the SBTi Net Zero Standard and Net Zero strategies for a wide range of clients across multiple sectors.</li> <li>▪ Experience utilising at least three of the following principles to drive change and knowledge of the remaining: circular economy; transport, waste, and water hierarchies; sustainable travel &amp; transport; retrofit and sustainable buildings (knowledge of PAS2038, BREEAM etc.); ISO 20400; TCFD recommendations; product or organisational LCA; IIGCC NZIF; CDP reporting.</li> <li>▪ Expertise in quantitative data analysis, including the ability to handle large datasets, automate data processing, manipulate data structures, and process data from raw format to insightful findings and visual outputs.</li> <li>▪ Analytical and numerical skills including use of Excel, Power Query and M code. In the absence of these, proficiency in one or more high-level programming languages is necessary (e.g. JavaScript, Python etc.).</li> <li>▪ Strong interpersonal, communication and teamwork skills, and the ability to work with and positively influence clients.</li> <li>▪ Ability to write and present technical reports in succinct and easy-to-read formats.</li> <li>▪ Experience of managing and organising own and team workload under competing priorities.</li> <li>▪ Project management skills – experience of managing multiple projects for external clients.</li> <li>▪ Excellent verbal, and written communication skills.</li> <li>▪ Ability to act with integrity and to display professional standards at all times.</li> <li>▪ Proven ability to deliver to timescales.</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>▪ Experience working with business intelligence software to deliver high-quality and high-fidelity dashboards (i.e Power BI and DAX).</li> <li>▪ Experience of using SQL or NoSQL to develop and deploy databases.</li> </ul>
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- Knowledge of Government policy and an understanding around sustainable energy and the green economy.
- Degree qualified in a subject with relevant analytical or subject matter knowledge.
- Ability to lead and inspire a team to work together effectively to produce outstanding results.