

# Julie's Bicycle

CREATIVE • CLIMATE • ACTION

## ENVIRONMENTAL SUSTAINABILITY SPECIALIST

### OPPORTUNITY SUMMARY

Julie's Bicycle is looking for an Environmental Sustainability Specialist to join our Creative Green consultancy team for 2-3 days a week until April 2023.

- **Dates:** Asap until circa 10th April 2023. Possibility to extend or join our pool of associates after the initial contract
- **Commitment:** 2 - 3 days per week - there is some flexibility around programme need and applicant availability
- **Location:** Hybrid working - majority remote with some in-person meetings at office base at Somerset House, London or on site with partners/clients (\*).
- **Working hours:** 9.30am – 5.30pm - this role has some flexibility on working hours depending on mutual need and availability.
- **Contract and Fee:** Self-employed contract. £225-£350 per day depending on level of experience and knowledge.
- **Reporting to:** Creative Green Programme Lead

**Deadline for applications is Midnight on 23rd November 2022. We encourage you to apply early as applications will be assessed on a rolling basis and we may appoint early.**

If you would like this application information in a different format (e.g. large print or audio file), please email [recruitment@juliesbicycle.com](mailto:recruitment@juliesbicycle.com) or call 0208 746 0400

(\* Greater access to office space or adjoining common space at Somerset House London is available if needed.

## ABOUT JULIE'S BICYCLE

[Julie's Bicycle](#) (JB) is a pioneering non-profit organisation mobilising the arts and culture to take action on the climate crisis. Founded by the music industry in 2007 and now working across the arts and culture, JB has partnered with over 2000 organisations in the UK and internationally. Combining cultural and environmental expertise, JB delivers high impact programmes to meet the climate and ecological crisis head-on.

JB supports the arts and culture to: become net zero carbon and restore nature; inspire public action on climate and ecology; and champion environmental justice and fairness. Our work includes research, resources and training, consultancy, and policy development. We provide the creative community with the full range of tools, knowledge, and inspiration to act. We run a rich programme of events, projects, advocacy, and campaigns. Alongside our existing programme, 2022-2023 sees further development of our Climate Justice programme and an expansion of our Creative Climate Leadership work, as well as JB acting as a co-lead on the theme of *Arts, Culture, Antiquities, and Heritage* within the Resilience Hub at COP27.

Our Creative Green programme combines sustainability consultancy, expert advice, networking and peer-to-peer knowledge, supporting a wide variety of organisations in arts and culture to embed environmental sustainability into their values and practice. This includes developing environmental policies, training, and sustainable production approaches. We support organisations to incorporate sustainability in governance, understand their environmental impacts and develop and monitor action plans.

## COME AND JOIN US!

This is a great time to come and work with our highly motivated team of 22 employees and additional external associates and freelancers who, together, represent a unique mix of arts, culture, environmental, digital and operational expertise.

Applicants will be excited about the ways in which the arts and culture can make an exceptional contribution to the challenge of the climate and ecological crisis and be keen to be a part of this change.

**We encourage people from any background to apply for this post. We are committed to creating a workforce which is representative of our society, and to bringing together those with a variety of skills and experiences to help shape what we do and how we work. We are particularly keen to hear from people of colour and those who self-identify as disabled.**

## ROLE DESCRIPTION

Julie's Bicycle is seeking applications for an Environmental Sustainability Specialist for our Creative Green consultancy programme which supports a wide variety of organisations in the creative industries to successfully embed environmental sustainability into their values and practice.

The role requires a strong foundational knowledge relating to the environment and climate: basics of the causes and consequences, key issues, solutions and technologies; and how to embed sustainable practice in operations, communications and governance within cultural organisations. Experience in the museum and galleries sector is a bonus. We would particularly welcome expertise on climate change issues in the built environment (carbon footprint and road to net zero), waste and the circular economy. The Associate must be excited about the role of the cultural sector in demonstrating and inspiring action.

## KEY RESPONSIBILITIES

The Environmental Sustainability Specialist will work closely with diverse, high profile organisations in the arts and culture sector (nationally and internationally) to help them understand, manage and improve their sustainability performance.

The Creative Green consultancy team at Julie's Bicycle works with a number of organisations at any one time and we are looking for an individual to support this work by responding flexibly to the changing priorities of the team in a fast moving environment. Depending on your experience this could include the following types of activity:

- Lead and Manage projects which involve: driving organisational change, incorporating sustainability and environmental management into the day to day practice of cultural organisations, providing recommendations for improvement and action on climate change (net zero carbon pathways)
- Carry out the necessary research to respond to specific organisational/sector challenges
- Analyse environmental data with a focus on energy and net zero carbon, carbon footprint

calculation and life cycle analyses

- Recommend new technologies, sustainable materials and cost-effective routes to sustainable practice e.g. switching to alternative energy sources to lower energy costs, smarter water usage, reducing waste, reusing materials, etc
- Design surveys and analyse attitudinal data
- Recommend strategies for stakeholder engagement, including recommendations for external communications and audience engagement
- Produce reports, strategy, policies, action plans, tools and resources
- Design and facilitate participative focus groups, workshops, etc
- Provide guidance around how clients can meet environmental regulations

## SKILLS AND EXPERIENCE

### Must Haves

Significant experience working in environmental sustainability with demonstrable experience in the cultural sector:

- Writing reports, relationship management with high profile organisations, project management from beginning to end
- Working in and/or demonstrable knowledge of sustainability in the built environment, carbon footprint, circular economy, green procurement, energy efficiencies
- Carbon footprint calculation, conversion factors and analysis
- Undertaking consultation and information gathering with organisations from which to develop strategy, policy and action plans
- Designing and facilitating workshops, roundtables, focus group discussions, etc
- A degree in environmental science/studies/management/sustainability and/or other relevant academic discipline area, or evidence of the equivalent knowledge/expertise

### Nice to Haves

- Customer service and support, troubleshooting and problem solving
- Research experience
- Writing reports, guides and communication materials for non-academic audiences
- IEMA membership or similar

## SKILLS

- Strategic thinking
- Excellent written skills
- Excellent presentation skills
- Scientific and numerical skills
- Project management skills
- Ability to work well in a small team
- Ability to think creatively
- Excellent attention to detail
- Ability to work in a fast paced, changing environment
- Ability to work to deadlines

## HOW TO APPLY

If you'd like to apply, please send your **CV, a covering letter, and the equal opportunities monitoring form** you'll find on our website [HERE](#) to [recruitment@juliesbicycle.com](mailto:recruitment@juliesbicycle.com).

Please clearly describe your availability in the above months, including what level of flexibility you have, in your cover letter.

**Please send your documents to [recruitment@juliesbicycle.com](mailto:recruitment@juliesbicycle.com) by midnight on 23rd November 2022.**

However we encourage you to apply early as we will review applications on a rolling basis and will invite shortlisted applicants to interview asap - we may close early if we find the right candidate.

We are committed to being an Equal Opportunities Employer; we welcome applications from all suitably qualified persons regardless of their race, gender, disability, culture, religion/belief, sexual orientation or age.

Please note, this opportunity is open to people who already have the right to live and work in the UK, as Julie's Bicycle is not currently in a position to sponsor a work visa.

Thank you for your interest in working at Julie's Bicycle.