

JOB DESCRIPTION & PERSON SPECIFICATION

Net Zero Decarbonisation Officer

APPLICATION DATE BY

11 November 2024



Hello and welcome!

What are we looking for?

Thank you for your interest in the position of Net Zero Decarbonisation Officer, a role that sits within our busy Church Buildings Team.

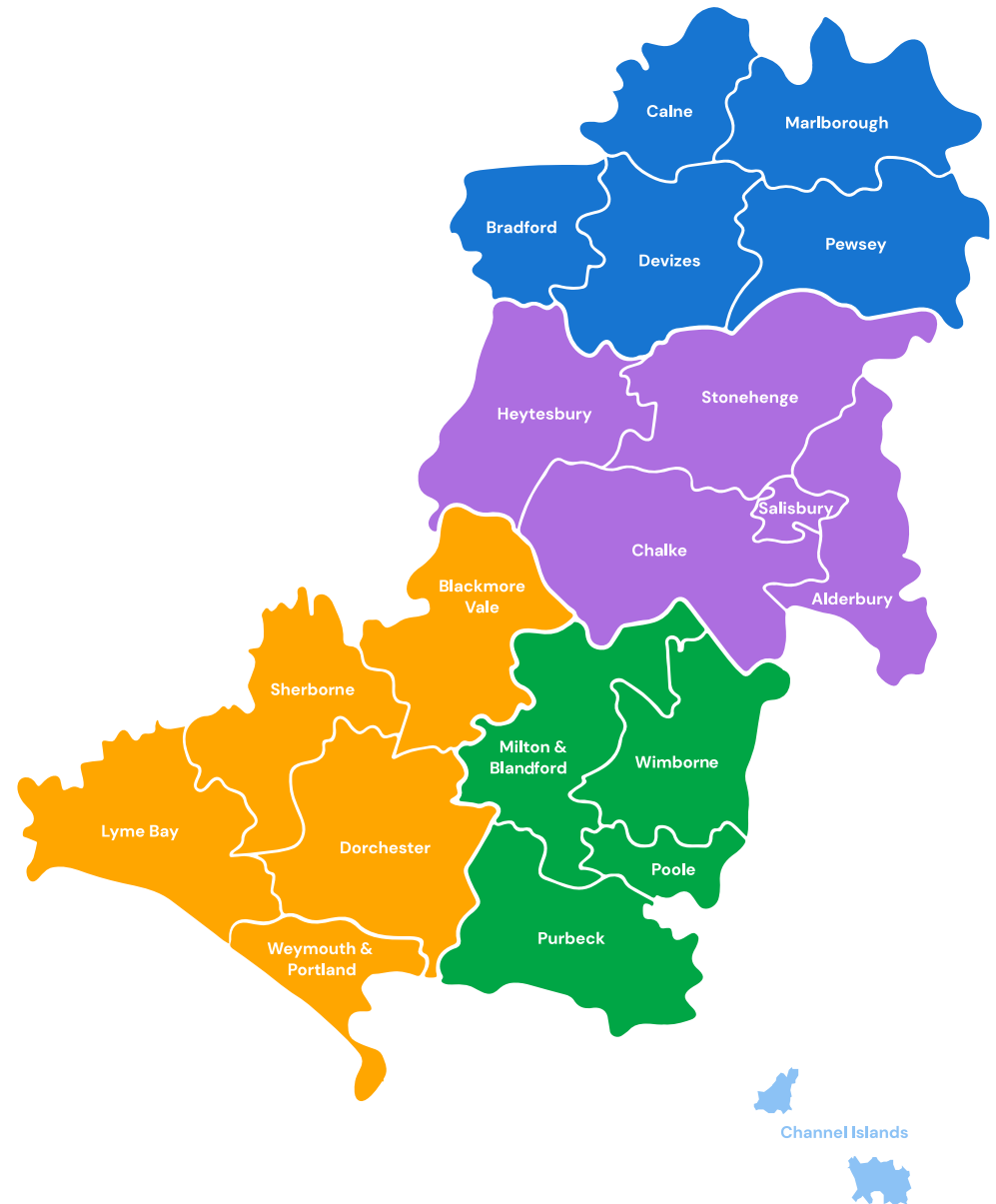
This is a very important appointment for us and an exciting time to be joining the Diocese of Salisbury as we implement our new vision and strategy to Make Jesus Known. This role will play a crucial part in our commitment towards reaching the Church of England's Zero Carbon by 2030. In addition, the successful candidate will have a vital role in helping the diocese to achieve its Climate Action goals.

We are looking for an outstanding candidate who demonstrates an understanding of and passion for sustainable buildings, and awareness of the financial and organisational implications needed to achieve

carbon net zero and an ability to work with and enthuse clergy and volunteers to address these challenges for the local church.

This position is also available to be contracted to the right firm/consultancy that specialises in low carbon heating solutions and decarbonation projects.

The successful candidate will be in alignment with the vision, aims and ethos of the Church of England and your appointment will be subject to an Enhanced DBS check.



Our vision and priorities

Our vision is to make Jesus known in every place so that all might flourish and grow seeking His Kingdom, here and now.

We pledge ourselves to action through:

- Creative partnerships in local mission
- Courageous Christian leadership
- Working for justice
- Climate action
- Financing the future sustainably

As a result we will be more relevant, valued and successful; working hard to meet real needs with compassion and simplicity.



Working with us

The role

The role is offered as a full time, fixed term contract for the period of 2 years provided by the grant funding. We provide a supportive workplace culture, are committed to sustainable work/life balance, and offer opportunities for flexible and remote working.

What we offer

We offer competitive and attractive compensation and benefit package.

In addition, we provide a non- contributory pension scheme of 10% pension contribution (comprising 9.5% pension; 0.5% death in service cover); and which may rise by a further 3% if matched by a 3% contribution from the employee. Our family friendly policies create an environment where our employees are fully engaged and thriving in their responsibilities.

We offer 28 days paid annual leave, which is inclusive of 4 days office closure during

Easter and Christmas. In addition to this, we provide a robust wellbeing scheme for our employees through our employee wellbeing partners.

Job role

Net Zero Decarbonisation Officer

Hours

35 hours p/w

Duration

Fixed Term Contract for 2 years

Salary

£36,750 - £45,000 (subject to experience)

Team

Church Buildings Team

Candidates will need to be a driver and have access to a vehicle to carry out their role, an expense process is available.

Net Zero Decarbonisation Officer Job Description

In line with the vision of the diocese the role of the Net Zero Decarbonisation Officer will support and assist the top 20% of the most emitting churches across our diocese to actively cut their carbon footprint in line with the Diocesan Vision and Strategy and Net Zero Carbon Action Plan.

The role has a particular focus on encouraging parishes to undertake and build upon energy audits with the aim of the top 20% most emitting churches to complete a decarbonisation plan.

The role will offer technical advice, training, and project implementation support for parishes whilst encouraging parishes to register for Eco Church, fill out the Energy Footprint Tool, and appoint an Eco Champion.

Key Responsibilities

– Work within the Diocesan vision and strategy to meet the Climate Action goals and to achieve its Net Zero target, identifying funding, outlining any anticipated developments and improvements necessary to successfully deliver the strategy.

– Deliver specific projects supporting the top 20% of the most emitting parishes to engage with net zero including facilitating energy audits for Parochial Church Councils (PCCs) and to provide advice and support on developing decarbonisation plans, permission and funding.

– Hold lead responsibility for understanding and reporting on progress towards implementation of the Diocesan Net Zero Carbon Roadmap.

– Ensure that the policy, strategy and roadmap are dynamic documents, reviewed regularly and updated in line with Church of England and Diocesan environment policies.

– Help participating Parochial Church Councils (PCCs) to form Net Zero Working Groups drawing together relevant stakeholders from both within and without the church.

– Offer training and assistance to participating PCCs and Net Zero Working Groups to develop and complete Decarbonisation Plans for their church buildings.

– Help participating PCCs and congregations to identify ‘easy wins’ to reduce carbon emissions and maximise opportunities in line with the Practical Path to Net Zero.

– To support churches to implement carbon cutting projects.

– Assist PCCs in navigating the legal requirements and processes for the grant of faculty applications, as well as planning or other applications to adapt buildings for low carbon heating solutions.

– Prepare an annual carbon emissions report for consideration by Diocesan Synod and research and prepare a strategy for offsetting residual carbon emissions to enable the Diocese to reach its net zero target.

Personal specification

Qualifications & Training required

- A qualification in a related areas such as heritage, surveying or architecture is desirable but not essential, training can be provided.

-A thorough understanding of low carbon heating systems and their application, preferably with regards to large and/or historic buildings.

-Commitment to continuing professional development

Experience required

- Highly organised and able to manage competing priorities effectively.

- Experience of renewables and other measures to cut carbon is essential.

- Experience of project management, mentoring and coaching.

- Excellent people skills including experience of working with volunteers

Competencies & Behavioural requirements

- A thorough understanding of low carbon heating systems and their application, preferably with regards to large and/or historic buildings.

- Able to adopt a proactive approach to solutions for complex matters.

- Skills in building relationships and working with people including volunteers.

- IT and good record keeping skills.

- Ability to develop and implement strategic plans and drive income generation.

- Competent using the Microsoft suite of programs including cloud-based applications, as well as using generic and bespoke databases.

-Willingness to travel regularly, widely, and flexibly in both the rural and the urban parts of the diocese.

- Willingness to work outside normal office hours, as some work in the evenings will be core to the effectiveness of the role.

[For full job description and person specification see here.](#)

Application process

As part of your application please submit the following:

Part 1 – Complete an [Application Form](#).

Part 2 – Letter no more than two sides of A4, telling us about yourself, your motivation for applying for the role, and the skills, knowledge and understanding based on your experience you will be bringing to the role using the job description and person specification as your reference.

Part 3 – A current CV

Closing date 11 November (9am)

Shortlisting 14 November

Interview 26 November

Please return applications with supporting documentation by email to:
hradmin@salisbury.anglican.org

The interview process will be in two parts

- a) A presentation on how you will approach the decarbonisation of historic churches
- b) A panel interview

If you think you can make a real difference in this role and you would like to discuss your interest further through an informal conversation, or if you have any queries about the role; please contact the HR Team on hradmin@salisbury.anglican.org

To ensure the fairness of the selection process, shortlisting will be based upon the information you provide in your application and assumptions will not be made about your experience or skills. We will look for demonstrable evidence that you meet the criteria set out in the person specification.

A copy of our privacy policy for job applicants can be downloaded [here](#).

We are committed to the safeguarding and protection of everyone within our community



“The Spirit of the Lord is on me, because he has anointed me to proclaim good news to the poor. He has sent me to proclaim freedom for the prisoners and recovery of sight for the blind, to set the oppressed free, to proclaim the year of the Lord’s favour.”

LUKE 4: 18 – 19

www.salisbury.anglican.org
parishsupport@salisbury.anglican.org
01722 411922