

Candidate Brief

Estates Manager (Sustainable Construction)



Overview of the Role

Do you have a passion sustainability and the built environment?

Are you excited about leading and driving policy to drive change and make a difference?

Could you play a key role in shaping the University's journey to Net Zero?

Would you like to be part of growing dynamic and inclusive team to progress our sustainability ambition?

Based on campus, you will play a leading role in advancing our pathway to Net Zero emissions, embedding sustainability and climate resilience into our design, construction and maintenance projects.

There will be opportunities to influence and lead across a range of significant Capital Projects, with direct impact across the University as well as with regional and national scale and influence.

We will require you to have a background in design and construction, with experience in embedding sustainable design principles, demonstrating excellent communication, stakeholder management and networking skills to influence a diverse community within the University and beyond.

You will need excellent leadership capability, with responsibility to the delivery of programmes and projects.

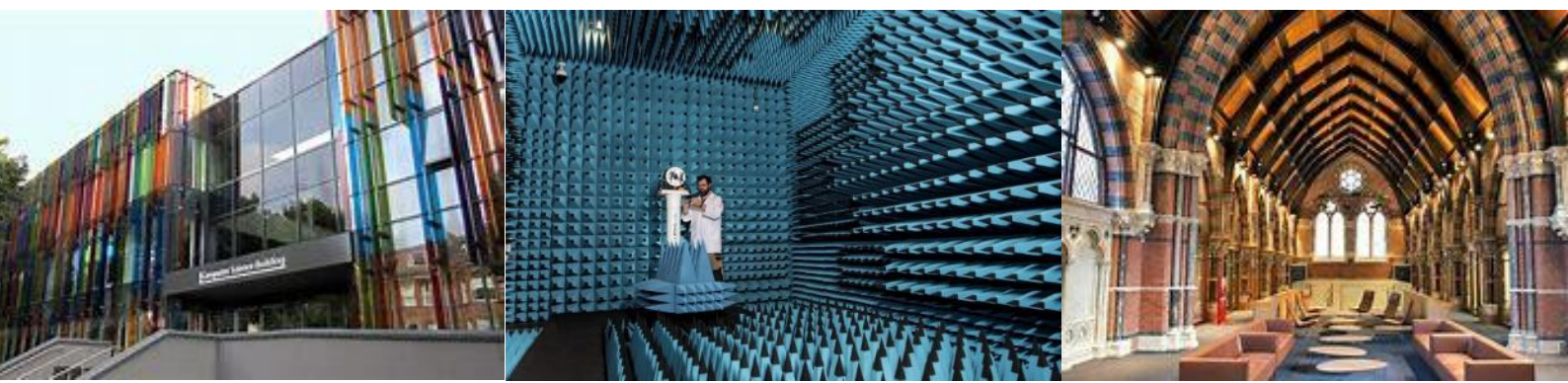
Main Duties and Responsibilities

1. Lead, develop and deliver policies and processes, and proactively collaborate with key stakeholders, to ensure that construction projects, refurbishment and maintenance works achieve the highest levels of sustainability and deliver buildings that are resilient against climate change. This will include the identification and implementation of methods of measuring embedded carbon in construction and refurbishment projects.
2. Develop mechanisms and metrics to measure the sustainability performance of individual construction, refurbishment and maintenance projects, and the University's capital programme as a whole. Periodically assess performance against these to identify areas for further improvement; report these to key stakeholders on a regular basis, along with recommendations on remedial actions to further improve the sustainability performance of the University's construction, refurbishment and maintenance activities.
3. Liaise with Estates Planning and Estates Development project teams on all aspects of carbon performance in relation to the capital programme. This will



include the associated embedded carbon and the operational carbon of each project. Advise on the implications of building design, construction and commissioning for managing the impacts of a changing climate on the built environment, and on sustainable solutions that increase resilience of the University's buildings and estate against climate change.

4. Report to, and advise, Senior Management on all aspects of carbon performance related to construction projects, refurbishment works and maintenance activities.
5. Provide technical and specialist advice and input to specific construction, refurbishment and maintenance projects, as required to ensure they reflect the University's sustainability commitments and deliver the highest possible standards of sustainability performance. Negotiate and collaborate with internal and external stakeholders as required.
6. Using professional expertise and knowledge, critically assess and challenge project teams and other stakeholder requirements against overall institutional objectives on carbon, managing change where necessary.
7. Monitor and manage budgets and contracts relating to development and delivery of Sustainable Construction and Maintenance policies and initiatives to ensure best value and maximise opportunities for financial savings through efficient use of resources and minimisation of waste.
8. Manage, maintain and monitor an asbestos management plan and associated policies, control procedures and databases to ensure legal compliance and effective management of risk to students, staff, contractors and visitors. Manage the associated asbestos management budget
9. To assist with environmental audits, inspections and assessments across the University to ensure compliance with relevant environmental and sustainability legislation.
10. To communicate sustainability performance and raise awareness of the University's impact to staff, students and key stakeholders.
11. To keep up to date with changing statutory requirements and good practice in carbon and environmental performance and ensure that the University is complying with all its statutory responsibilities.
12. Proactively lead and participate in relevant Sustainability and Carbon working groups contributing to the overall management of the University's sustainability aims.
13. Represent the University by liaising with local councils, government environmental regulators and other local and regional organisations on



sustainable construction issues to ensure legal compliance and improvement in performance.

14. To assist with the development of the University's next Carbon Reduction Plan.
15. Carry out any other duties which are appropriate to the post as may be reasonably requested by the Director of Estates.

Qualifications, Skills and Experience

Essential

A degree and/or post graduate qualification (or equivalent) in an engineering or construction related discipline

Three years relevant construction management experience

Relevant experience of applying environmental standards to projects e.g. BREEAM and Passivhaus.

Relevant experience of working on the sustainability profile of a range of construction projects

Relevant experience of engaging and working collaboratively with a range of stakeholders to achieve a desired outcome.

Ability to organise and direct self and others.

Well-developed analytical and problem-solving capability.

Understanding of environmental regulations in NI in relation to low carbon / sustainable design and construction.

Well-developed written, verbal communication and interpersonal skills and the ability to produce quality reports and documentation for senior managers and stakeholders.

Proven ability to build and maintain effective working relationships and to liaise effectively with internal and external contacts, including the ability to motivate and organise others. Ability to plan or schedule work for days and weeks, and to respond to changing pressures or requirements.

Desirable

At least 5 years recent (including within last 5 years) relevant construction management

Experience of working within Higher Education

BREEAM Certified Assessor



Experience of working for or with a large complex organisation

Relevant experience and technical competence in developing policy in relation to low carbon / sustainable design and construction

Evidence of successful management of project budgets and resources

