
At ReLondon we believe...

We are living through a climate emergency, where our actions and behaviours are having a devastating impact on the planet. If unchecked, the damage will be irreversible; our actions now will have a fundamental impact upon us and future generations.

BUT... **we believe** in the power of joint human endeavour and our astounding capacity to achieve.

The solution to the climate emergency is entirely within our collective grasp, and we can avoid the point of no return if we reduce CO₂e emissions drastically.

We believe that a circular economy can deliver those drastic reductions in carbon emissions.

45% of damaging greenhouse gas emissions come from the global management of land and the production of goods and food.

These consumption-based emissions are hard to tackle and require a transformational change in how we make, consume and dispose of 'stuff' – they require a global shift to a circular economy.

We believe that cities are the engine room of the circular economy, and that London, a global city of 9m people and counting, must be a leader on the world stage in pioneering this shift. Every policy-maker, every business and every citizen has an urgent part to play in tackling consumption as a driver of climate change.

We believe that London is already taking that lead, with a fledgling but burgeoning circular economy, where businesses and community enterprises are using innovative reduce, reuse, repair, rent share and recycle models of working.

We believe that we, a small organisation with a powerful reach, can catalyse transformational change in London by inspiring and empowering the action of other. We can mobilise our boroughs, businesses and citizens to change their policies, practices and behaviours, and we will proclaim the impact that this has through partners nationally to boost efforts worldwide.

We believe that together we can change the world.

About ReLondon

ReLondon was established in 2008 as the London Waste and Recycling Board, to improve waste and resource management in the capital and accelerate our transition to a low carbon circular city. Our mission is to make London a global leader in sustainable ways to live, work and prosper by revolutionising our relationship with stuff and helping London waste less and reuse, repair, share and recycle more.

Over the last fourteen years, we have helped to provide additional recycling capacity in London; helped boroughs provide efficient waste services; and, against a backdrop of declining recycling rates nationally, helped London maintain its recycling performance. ReLondon works with a multitude of individuals and organisations in London, across the UK and around the world, and has become recognised as a world leader in circular economy thinking and practice.

Our 2021-2025 Business Plan sets out our work programme for the next three years, including activities developed and delivered in partnership with other organisations to promote circular economy principles and, thereby reduce waste and increase recycling and reduce consumption-based emissions. A key objective identified in our 2021-2025 Business Plan is to become financially sustainable at the end of this period by generating third party funding and commercial revenue.

About the role

The Strategic Advisor will design and deliver new and existing projects that support London's waste authorities (and in the main part London's boroughs), businesses and other clients to implement circular economy solutions that reduce commercial waste and increase recycling rates across the capital. The strategic advisor will also identify new prospects for ReLondon and follow up with end to end consultancy project delivery (mainly with local authority clients) including proposal development, implementation and impact evaluation.

The successful candidate will need an eye for new opportunities and have the business acumen to turn them into new income streams. They will manage existing partnerships with stakeholders as well as develop new relationships to generate new propositions that further our mission to make the circular economy everyone's business.

The postholder will need to have experience and knowledge of sustainability and / or the circular economy and the role local authority and/or commercial waste services play in London's transition to a low carbon circular city. You will need to be a confident communicator, with the ability to sell in the benefits of the circular economy, build positive stakeholder relationships and respond intelligently to client needs.

There will be variety in the range of projects the postholder works on, depending on the partner or client need but these could involve: one to one advisory support to clients in designing policy and plans to reduce waste; supporting the design and implementation of improved waste collection schemes; developing pilot projects to demonstrate effective waste reduction activities; or effective data collection methodologies to identify trends and deliver solutions.

Who you are

You are an experienced project manager or consultant with a strong track record working for/with local government within the circular economy. You will have experience of waste and recycling service provision (specifically commercial services) and the ability to devise and deliver innovative solutions to improve circularity. Ideally you will have experience of both the public and private sectors and have a proven track record of successfully delivering end to end projects.

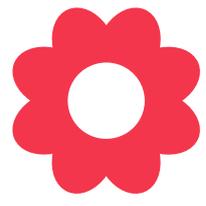
You are eager to think creatively and enjoy the process of continuous learning. You are proactive and flexible, able to work independently, whilst being energised by contributing as part of a team. You are organised and diligent. You are great at building upon relationships with existing partners and stakeholders, as well as identifying new opportunities to expand the reach of our programme.

Key stakeholders

Key stakeholders for this role are the GLA, London Councils, London's boroughs and waste authorities, national government and other organisations and businesses (including commercial waste collectors and Business Improvement Districts) involved in delivering the Mayor of London's ambition to be a low carbon circular city.

Position in the organisation

The Strategic Advisor reports to the Head of Programme, within the Local Authority support team but will also work effectively across the organisation, specifically with ReLondon's Commercial Manager to ensure a joined up and efficient approach to new business projects.



Tasks and responsibilities

- Project manage and lead on commercial waste projects that achieve ReLondon's objectives to improve commercial recycling rates across the capital and support the Mayor's London Environment strategy.
- Identify and develop projects that respond to consultancy requests, including drafting proposals, managing project timelines and budgets and producing the final project reports.
- Identify and build relationships with potential clients, pitch projects and win contracts for the organisation.
- Develop pragmatic, commercial and environmental recommendations that will enable local authorities to adopt circular business models, particularly in relations to waste and recycling, including strategic and technical advice.
- Support the design and development of toolkits and methodologies to facilitate the rapid scaling up of activities to accelerate progress towards a circular economy.
- Contribute to a programme of analytical insights and support, research, and case studies to support the delivery of ReLondon's objectives
- Provide technical advice and insight for policy research and/or development and/or consultations.
- Actively promote ReLondon's services and projects including representing the organisation at external events.
- Develop and maintain relationships with key stakeholders and delivery partners, including commercial partners, and provide technical expertise and advice.
- Provide support to the Head of Programme, Senior Advisors and ReLondon's Commercial Manager.
- Liaise with other ReLondon teams to ensure that cross-collaboration is achieved.
- As required by project delivery, supervise and mentor colleagues
- Network with key stakeholders in relevant sectors.

Other duties

- Participate in team sessions and contribute as an active member of the team.
- Undertake such other duties as may be reasonably required and which are consistent with the general level of responsibility of this job.
- Carry out all tasks and allocated work within agreed timescales and budgets.

Person specification

Job related knowledge and experience

- An understanding and knowledge of the municipal waste sector and particularly an understanding of how the commercial waste market operates across both the public and private sector
- An understanding of the interdependencies between commercial and household waste services in the public sector.
- Experience of client side management or contract management
- Experience of policy research and/or development.
- Experience of the application of circular economy principles.
- An awareness of the competitive nature of the commercial waste industry, and how this can create complex relationships between local authorities and the private sector.

Skills and aptitudes

- Ability to drive successful outcomes across multiple themes and across the organisation.
- Ability to successfully lead and manage multiple concurrent projects.
- Ability to spot potential commercial opportunities within day-to-day work with the boroughs and other stakeholders.
- Excellent communication and networking skills and ability to influence stakeholders.
- Commercially minded, and able to engage stakeholders appropriately depending on the commercial context.
- Politically astute and able to navigate and operate at all tiers of local, regional and national government.
- Excellent data research, collection and analysis skills, including the ability to present findings concisely and with impact.
- An understanding of equality of opportunity, valuing diversity and the ability to translate this into action.

Competencies

Collaborating and partnering

Working collaboratively, sharing information appropriately and building supportive, trusting and professional relationships with colleagues and a wide range of people within and outside ReLondon, whilst having the confidence to challenge assumptions.

Delivering value for money

Efficient, effective and economic use of taxpayers' money in the delivery of ReLondon services; seeking out and implementing solutions which achieve the best mix of quality, and effectiveness for the least outlay. Base decisions on evidenced information and follow agreed processes and policies, challenging these appropriately where they appear to prevent good value for money.

Delivering at pace

Focusing on delivering timely performance with energy and taking responsibility and accountability for quality outcomes; working to agreed goals and activities and dealing with challenges in a responsive and constructive way.

Achieving positive outcomes

Maintaining an economic, long-term focus in all activities. Having a financial and sustainable mindset to ensure all activities and services are delivering added value and working to enhance the circular economy.

Making effective decisions

Using sound judgement, evidence and knowledge to arrive at accurate, expert and professional decisions and advice. Reaching evidence-based conclusions, evaluating options, impacts, risks and solutions and creating a secure culture around the handling of information.

Terms and conditions

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| Salary grade and band | Grade 7: £51,618 - £57,011 Offers will usually be made at the bottom of the band. |
| Hours | Role is offered as full time, 37 hours per week, but we are open to job share, flexible and part time working for the right candidate(s). |
| Holiday allowance | 30 days holiday plus bank holidays |
| Pension contributions | Voluntary employee's contribution matched by employer up to 4% of salary |
| Location | ReLondon is based in fully accessible offices at The White Collar Factory, 1 Old Street Yard, London, EC1Y 8AF. Our staff work between the office and home. |
| Facilities | ReLondon is based in the multi-award winning workspace overlooking London's Silicon Roundabout. Our office space boasts a spectacular roof terrace and bar, lounge, café, game room, as well as London's highest rooftop running track. |
| Travel | To encourage active travel we offer a cycle to work scheme as well as bike storage and shower facilities. Interest free season ticket loans are also available. |

How to apply

Please submit an up to date CV and covering letter (no more than 2 sides) outlining how you meet the criteria in the person specification by 5pm on Monday 16 May to the [ReLondon Careers](#) page.

Interviews are expected to be held in week commencing 23rd May .

If you would like an informal discussion about the role please contact antony.buchan@relondon.gov.uk



relondon.gov.uk

The White Collar Factory, 1 Old Street Yard,
Old Street, London EC1Y 8AF

ReLondon is the operating name of the London Waste and Recycling Board.