

Waste Prevention Manager

Job profile

Job title: Waste Prevention Manager

Job grade: Level 5 Zone 1

Salary: £52,282

About North London Waste Authority (NLWA)

Our mission is to preserve resources and the environment for future generations by exemplary planning, innovation and communication in managing north London's waste.

We serve two million residents in seven boroughs and run behaviour change, communications, and engagement campaigns to help them reduce their rubbish and recycle more. We campaign for government and industry action to reduce unnecessary single-use items, encourage reuse and repair and promote effective recycling.

To help tackle the climate emergency and to prevent rubbish going to landfill, we are building the greenest Energy Recovery Facility in the country and modern recycling facilities at the Edmonton EcoPark, through the [North London Heat and Power Project](#).

NLWA staff are employed by London Borough of Camden and benefit from Camden's recruitment, pension, and HR policies.

About the role

This purpose of this role is to manage an ambitious programme to reduce the amount of waste which is sent to disposal in north London. The role requires strategic thinking, innovation and collaboration to develop and seek agreement for waste prevention projects with a combined budget of around £500,000. You will be responsible for successfully planning, delivering and evaluating the North London Community Fund and a range of behaviour change interventions and campaigns at a variety of scales. You will work in partnership with the constituent borough councils to agree and provide support for their waste prevention initiatives and ensure NLWA and borough-specific plans complement each other.

You will oversee the development and delivery of targeted behaviour change projects that provide residents with information, education, and support to reduce waste. You will work with colleagues to agree communications plans to support and amplify the impact of the waste prevention programme. You will collaborate with teams across the organisation identify waste prevention priorities and devise multi-approach interventions. You will devise proposals, tender for and appoint contractors, and manage them in accordance with agreed timescales and budgets.

About you

Committed to environmental sustainability, you have developed and delivered a range of behavioural change programmes to varied audiences.

You have delivered strategic plans through effective partnership working, and led projects involving multiple stakeholders, including not-for-profit organisations.

You have project planning and management experience. You deliver on time and on budget, manage budgets and effectively prioritise resources.

You have line management experience and can lead a team.

You have the skills and initiative to work collaboratively with colleagues and the ability to adapt to changing priorities.

You have excellent oral and written communication skills, and the ability to communicate information and engage colleagues and partners. You can produce written progress reports and provide verbal reports to senior management and politicians.

People Management Responsibilities:

- Manage three direct reports, four staff in total
- Manage multiple contractors responsible for delivering different elements of the Waste Prevention Plan

The role will contribute towards sharing and developing knowledge within the team within a learning culture with a growth mind set.

Relationships:

- Reports to the Head of Strategic Communications
- Works with other senior managers to deliver the Waste Prevention Plan for the seven constituent north London borough councils.
- Works closely with the Communications Manager to extend the reach and impact of the Waste Prevention Plan.
- Works collaboratively with each north London borough at various levels to understand their detailed strategies and their application.
- Works with colleagues and partners on the development of the next north London joint waste strategy for NLWA and the seven constituent boroughs as it is developed.
- Works with other waste disposal authorities and organisations in London to deliver waste prevention initiatives where this can add value to the work and improve the outcomes in terms of more waste diverted from disposal and/or cost effectiveness.
- Maintains good working relationships with NLWA Members, particularly the Members Recycling Working Group, which has responsibility for guiding the development and for monitoring the implementation of the Waste Prevention Plan.
- Represents NLWA at a wide variety of events which involves communicating and dealing effectively with senior level Council representatives and a wide range of external organisations including partner boroughs, contractors, local businesses and members of the public.

- Develops and maintains working relationships with contractors to ensure they deliver agreed aspects of the work programme.
- Works with NLWA's legal team to ensure that the procurement and commissioning of contractors, development of tender packs (for which the post-holder is responsible) and funding agreements is in compliance with the Authority's Standing Orders and relevant legislation.

Work Environment:

NLWA staff are contracted to work 36 hours a week and we have a hybrid working policy which expects staff to work at least two days per week from NLWA offices or sites on average, whilst allowing for some home working and flexibility around hours. The main NLWA office is at Tottenham Hale, two minutes from the Tube station with great service and amenity links close by.

You may have to make connections with local groups, attending meetings and events around north London as required. Flexibility is required in working hours with occasional evening and weekend meetings, including community/stakeholder events, but these will be planned in advance and time off in lieu will be given.

The work is largely office-based, but regular monitoring visits and attendance at outreach events is required, particularly in the summer and when new contractors are appointed in order to ensure that the programme of activity is delivered to the required standard. It is also expected that the post-holder will be on a rota with the Behaviour Change Project Managers to act as the contact point for outreach staff working outside of normal office hours, particularly during summer weekends.

The post-holder operates in a complex industry with distinct political sensibilities. This requires a deep understanding of the different stakeholder motivations and agendas and the adaptation of the most suitable waste prevention and recycling strategies for the particular circumstances.

Diversity & Inclusion

We value and celebrate difference and encourage diversity in all respects. Our diverse workforce ensures we represent our communities to the best of our ability and enables us to make better decisions. Because of this, we particularly welcome applications from Black, Asian and those of other non-white ethnicities, those who identify as LGBT+, neurodiverse and disabled people.

Agile working

We view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

We are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

We are committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,