

Role Description

Sustainability Manager

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| Organisation | Sydney WorldPride Limited |
| Location | Surry Hills, NSW |
| Employment Type | Part-time 1-2 days/wk increasing to 3-4 days/wk Days may fluctuate based on final project requirements |
| Term | Start date: May 2022 Until project completion (March 2023) |
| Website | www.SydneyWorldPride.com |

Overview of Sydney WorldPride Ltd

In October 2019, Sydney Gay and Lesbian Mardi Gras (SGLMG) successfully won the rights to host WorldPride in Sydney in 2023.

WorldPride is an event that promotes lesbian, gay, bisexual, transgender, queer and intersex (LGBTQIA) issues on an international level through parades, festivals and other cultural activities. The inaugural WorldPride was held in Rome in 2000. Cities which have hosted WorldPride since 2000 include Jerusalem, London, Toronto, Madrid, New York and Copenhagen (2021).

Sydney WorldPride Ltd is the legal entity established to plan and deliver the Festival from 17 February 2023 - 5 March 2023, which coincides with the 50th anniversary of the first Australian Gay Pride Week; the 45th anniversary of the first SGLMG; and the fifth anniversary of Marriage Equality in Australia.

SWP 2023 will be the first WorldPride to be held in the Asia Pacific, and our programs will shine a light on LGBTQIA+ human rights across the region. SWP 2023 will produce several Signature Events including an Opening and Closing Ceremony, First Nations Gathering Space, Human Rights Conference, an LGBTQIA+ Women's Event, Bondi Beach Party and a Pride March across Sydney Harbour Bridge. The Sydney WorldPride Festival will stretch across Greater Sydney and will also include performance, literature, digital art, visual arts, public art, food, fashion, film, parties, music, history, sports and other arts and cultural experiences that reflect our diverse LGBTQIA+ communities with a strong focus on First Nations people the Asia Pacific.

We are looking for experienced, skilled and highly motivated people to join the team to ensure SWP2023 engages, educates and excites audiences, while creating memorable experiences and providing significant benefits to the LGBTQIA+ community in Australia and globally.

Our values are:

- We listen
- We act with courage

- We are genuinely curious about the needs and desires of others
- We behave with respect and integrity
- We embrace diversity

Primary purpose of the role

Reporting into the Executive Producer and working closely with all Sydney WorldPride and Sydney Gay Lesbian Mardi Gras staff, the Sustainability Manager will assist in developing a Sustainability Plan and then oversee and assist with the facilitation of the Sustainability Plan across both organisations. This includes sourcing, contracting, logistics, administration and budgeting. To succeed in this role, you should have excellent time management and communication skills, as you'll collaborate with suppliers, event agencies and internal teams to deliver results on deadlines. This opportunity would best suit those who are based in Sydney.

Key accountabilities

- Produce, and ensure adherence to, the SWP/SGLMG Sustainability Plan by all functional areas of the organisation (based on work completed by the Sustainability Consultant)
- Collaborate with SWP/SGLMG Producers on budgeting and implementation of sustainable initiatives
- Develop and implement sustainability initiatives for the organisation
- Lead the team in reaching the goal of one climate positive event
- Guiding the development of sustainability-related content, messaging, activations and other event communications
- Stakeholder engagement, including internal workforce, event agencies, sponsors, partners, vendors, community and general public to optimise the sustainability performance of SWP/SGLMG events
- Remain in regular contact with internal and external stakeholders to report on updates to the progress of the SWP/SGLMG Sustainability Plan
- Co-ordinate with event agencies and ensure their sustainability measures meet the criteria of the SWP/SGLMG Sustainability Plan
- Support the event production functional areas and local stakeholders in planning and delivering the event sustainably
- Oversee cleaning and waste management contracts to ensure their work is in line with the SWP/SGLMG Sustainability Plan
- Apply for grants as required and support the Partnerships team in securing funding for the program
- Ensuring compliance with NSW environmental legislation
- Monitor and evaluate progress to ensure the organisation remains on track for its sustainability goals
- Manage the monitoring, measurement and reporting of sustainability performance, including greenhouse gas accounting and other impact indicators
- Conduct post-event analysis and legacy strategy reporting for SGLMG's ongoing sustainability journey in 2024 and beyond.

As with most Festivals, the key accountabilities for this role may evolve during the planning process (via ongoing consultation with the Executive Producer).

KEY RELATIONSHIPS

Stakeholder

Relationship Objectives

External

Event Agencies

- Work with the agencies to ensure they are following best practice sustainability measures
- Ensure agency sustainability outcomes align with the SWP/SGLMG Sustainability Plan
- Provide adhoc advice as necessary

Venues

- Advise signature event venues on SWP/SGLMG sustainability expectations and how they can be met

Government

- Work with Government agencies to learn and implement best practices for a global festival
- Report to Government agencies on the progress of the implementation of the SWP/SGLMG sustainability management plan

Internal

SWP/SGLMG Executive Producers

- Maintain regular communications and maintain a 'no surprises' culture to keep the Executive Producer informed of major risks, opportunities and challenges
- Provide detailed reports on the progress made against the program objectives.
- Identify, escalate and consult on new or emerging issues
- Seek guidance on changes to direction and/or outcomes
- Regularly report on budgets and performance measure

SWP/SGLMG Event Producers

- Work in partnership with the SWP Event Producers to ensure SWP sustainability requirements across their respective events are met

SWP Directors (Executive Team)

- Work together to ensure a cohesive position on SWP's vision and build and maintain collaborative working relationships
- Provide expert advice and recommendations to influence decisions and delivery
- Liaise to understand program interdependencies, requirements and performance expectations

SWP/SGLMG Marketing Teams

- Advise the Marketing Team on how they communicate sustainability messaging
- Assist the Marketing Team with sustainable marketing initiatives

Team members (contractors, volunteers and secondments)

- Participate in meetings, share information and provide input on issues
- Articulate resource efficiency requirement to the broader teams for delivery

Reporting line

The Sustainability Manager reports to the Executive Producer

Direct reports

Nil

Essential requirements

- 2 years or more in a similar role, ideally with experience in sustainability management for events which includes planning and delivery, and onsite operations.
- Held an operational role with decision-making authority in sustainability management
- Proven understanding of sustainable development principles
- Demonstrated relationship management skills with a proven record maintaining strong relationships across numerous stakeholder groups both internal and external
- Technical competency in sustainable sourcing, energy management, resource recovery, water conservation, waste management and other relevant issues
- Competency to identify sustainability issues as they relate to event management and to develop plans of action to deliver improved sustainability performance
- Understanding of the administrative, technical and regulatory requirements that are applicable to sustainability in event management.
- Prior experience working with local councils and their sustainability requirements for major events
- Ability to manage competing priorities and work well under pressure with tight deadlines
- Outstanding interpersonal and organisational skills
- Ability to work collaboratively both autonomously, and in a team capacity, showing initiative and balancing competing demands
- An understanding of and direct experience working with the LGBTQIA+ and First Nations communities is desirable
- Engagement and influencing skills to enable sustainability decision-making
- Manage works in collaboration with internal and external stakeholders to deliver industry leading outcomes
- Establish and implement best practice processes, procedures, templates, specifications and guidelines for all project types and frameworks for the measurement and verification of energy, water and waste efficiency projects
- Collaborate SWP/SGLMG staff to align outcomes with our sustainability strategy and facilitate sustainability engagement and training for internal and external stakeholders
- Desirable – experience with a project management software such as Monday.com



Capability Summary

Below are the core capabilities to deliver in this role efficiently and effectively:

Core Capabilities

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| Stakeholder Engagement | Development internal and external relationships, identify stakeholder needs |
| Leadership | Influence to maximise the efforts of others in varying contexts towards the achievement of goals |
| Diversity Management | Facilitate engagement of people with various backgrounds needs and skill sets to maximise opportunities within SWP/SGLMG and produce an optimal work environment and best possible outcomes |

Please send your cover letter and resume to:

careers@sydneyworldpride.com