

SUSTAINABILITY SPECIALIST

NATURE OF WORK

This is professional work identifying and implementing opportunities to reduce greenhouse gas emissions, improve energy efficiency, and promote sustainable practices.

Work involves responsibility for assisting in developing, implementing, and tracking climate and sustainability programs supporting the City's Climate Action Plan. Work also involves developing solutions and identifying policies while working with City staff, residents, and businesses to achieve the City's climate goals. Work is performed under the general supervision of an administrative superior. Supervision may be exercised over subordinate employees.

EXAMPLES OF WORK PERFORMED

Manages the City's internal "Green Team" program to promote sustainable practices within the City.

Assists with the development and execution of climate and sustainability project identification, prioritization, planning, and execution; assists with the facilitation of City staff and stakeholder involvement and tracking of project progress and shares and coordinates climate and sustainability expertise with City staff and residents.

Tracks data related to climate and sustainability implementation and provides progress updates as needed.

Presents to community groups on Lincoln's climate and sustainability progress or specific initiatives; assists with community engagement around climate and sustainability initiatives; assists in managing meetings of the Mayor's Resilient Lincoln Roundtable.

Manages the Lincoln Biochar Initiative in coordination with the Lincoln Transportation and Utilities (LTU) department.

Assists City Communications or LTU in messaging climate and sustainability initiatives on the website, social media, local press, and other media channels.

Manages the implementation of Lincoln's Local Food Plan; meets with key stakeholders in the community to connect resources, remove barriers, amplify efforts and identify resources to expand the community's local food system.

Fosters partnerships and open communication with City departments and across the community to achieve shared objectives.

Oversees the City's brownfields grant requirements; assists in identifying and applying for grants and other funding opportunities to support climate and sustainability programs and initiatives.

Performs related work as required.

DESIRABLE KNOWLEDGE, ABILITIES AND SKILLS

Thorough knowledge of sustainability principles and practices incorporating energy conservation, energy efficiency and renewable energy.

Thorough knowledge of various continuous improvement methods and survey methodologies.

Knowledge of the latest climate change and sustainability research and best practices.

Ability to produce and promote public information events, presentations, news releases, and public service announcements.

Ability to prioritize and manage multiple projects simultaneously.

Ability to analyze, visualize, and communicate complex data sets in simplified formats for reporting and tracking program performance and improvement.

Ability to establish and maintain good working relationships with City staff, consultants, City Council members, committees, and taskforces.

Ability to maintain up-to-date knowledge of sustainability programs and resources offered in Lincoln.

Ability to exercise discretion and protect confidentiality when needed.

Ability to communicate effectively both orally and in writing.

MINIMUM QUALIFICATIONS

Graduation from an accredited four-year college or university with major coursework in environmental studies, sustainability or related field and two years of experience in climate and sustainability programs; or any equivalent combination of training and experience that provides the desirable knowledge, abilities, and skills.

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