

**PERSON SPECIFICATION  
CLIMATE CHANGE & NATURAL ENVIRONMENT OFFICER**

| <b>SKILLS</b>   | <b>KNOWLEDGE</b>   | <b>ATTAINMENT/<br/>EXPERIENCE</b>   | <b>BEHAVIOUR/<br/>ATTITUDE</b>   |
|---|--|---|--|
| <b>ESSENTIAL</b>  | <b>ESSENTIAL</b>   | <b>ESSENTIAL</b>  | <b>ESSENTIAL</b>   |
| <p>Excellent communication and presentation skills demonstrating an innovative, creative and enthusiastic approach to communicate complex ideas clearly and persuasively to get commitment and buy in from a wide range of stakeholders, including young people (A,I,P)</p> <p>Ability to manage and co-ordinate projects effectively, including those involving a wide range of stakeholders (A,I)</p> <p>Excellent working knowledge of all main Microsoft applications in order to produce high quality documentation (A,T)</p> <p>A high level of literacy and numeracy (A,I,T)</p> | <p>Knowledge of environmental matters and issues, specifically relating to sustainability and Climate Change (A,I,P)</p> <p>Knowledge of renewable energy technologies, energy monitoring processes, and energy efficiency practices demonstrating close attention to detail (A,I)</p> <p>Candidates must demonstrate understanding of, acceptance and commitment to the principles underlying equal opportunities (A,I)</p> <p>Knowledge and understanding of effective customer care (A,I)</p> | <p>Degree level or equivalent, or extended experience and/or training in relevant areas of work</p> <p>Experience of delivering presentations to a wide range of audiences (A,I)</p> <p>Able to work under own initiative with minimum of supervision whilst working to tight deadlines (A,I)</p> | <p>The ability to attend infrequent meetings, as and when required, outside of normal working hours (A)</p> <p>Ability to travel, sustainably where possible, to different locations in East Cambridgeshire and surrounding area (A)</p> <p>Good interpersonal skills to develop and maintain effective working relationships, and respecting a wide range of views (even when such views are contrary to the post holder);</p> <p>Ability to work on own initiative</p> |

| <b>DESIRABLE</b>  | <b>DESIRABLE</b>  | <b>DESIRABLE</b>   | <b>DESIRABLE</b> |
|---|---|--|------------------|
| <p>Experience of working with schools and / or community groups (A,I)</p> <p>Experience of bidding for external funding</p> | <p>Awareness of the aims of ECDC specifically in relation to the declaration of a climate emergency (A,I)</p> | <p>A qualification related to teaching, such as a Post Graduate Certificate in Education (PGCE). Able to promote and publicise success through the media (A,I)</p> |                  |