

FAIR WORK AND NET ZERO MANAGER

Overview

Job Title: Fair Work and Net Zero Manager

Reports to: Chief Executive Officer (Forth Green Freeport)

Term: Permanent but open to considering secondments.

Salary: £55,000 - £65,000, dependent on experience.

Role:

As Fair Work and Net Zero Manager, you will lead efforts to ensure businesses operating within Forth Green Freeport's sites adhere to the Fair Work Charter and contribute to Net Zero goals.

You will provide guidance on compliance, support businesses to embed responsible employment and sustainability practices, and work closely with government, regulators and industry partners to drive high standards of ethical business conduct.

You will also work with our stakeholders to design, lead and monitor initiatives aiming to realise our fair work and net zero ambitions, leading these programmes into delivery and lasting impact.

As senior member of a small core team within the Forth Green Freeport Operating Company, you will be comfortable operating independently and occupying a position of significant influence.

Forth Green Freeport:

Forth Green Freeport (FGF) was announced as a successful Green Freeport bid by the Scottish and UK Governments in August 2023. We are now one of Scotland's two Green Freeports, centred around the industrial heartland of the Forth Estuary.

The heart of FGF's activities is maximising the potential of our transition to net zero across the Green Freeport sites of Grangemouth, Rosyth, Leith and Burntisland.

Each site represents a significant opportunity for the Scottish economy, by attracting significant inward investment, building international trade and export capability, and creating high quality and well-paid jobs. New technology backed skills development will address areas of acute deprivation within our communities.

Our partners include Babcock, CalaChem, Edinburgh Airport, Falkirk Council, Fife Council, Forth Ports, INEOS, Royal Navy, Scarborough Muir Group and The City of Edinburgh Council. All will play an integral part in the development and the delivery of your work on fair work and net zero, alongside our wider stakeholders.

Responsibilities and Accountabilities

1) Strategy

- Develop and implement strategies for delivering the fair work and net zero vision and objectives of Forth Green Freeport.
- Identify strategic opportunities for driving forward our net zero and fair work strategic aims, working with stakeholders to develop business cases and secure formal approval.
- Monitor delivery against the Fair Work and Net Zero Strategies, reporting on progress, identifying risks and tackling barriers to progress.

2) Engagement

- Promote the principles of the circular economy, energy efficiency and sustainable supply chain practices.
- Collaborate with industry bodies, environmental agencies and local authorities to support businesses in reducing their carbon footprint.
- Co-design FGF Fair Work and Net Zero plans with the FGF Board, relevant FGF sub-committees and our local partners.
- Engage with employers, employees, unions and community organisations to support delivery of FGF fair work objectives.
- Early engagement with potential business to share knowledge of environmental and net zero regulations and requirements.
- Work with other FGF staff and across governance forums to ensure fair work and net zero strategies are incorporated into the FGF offer to investors.

3) Monitoring and Compliance

- Track and report on compliance with Fair Work Charter and Net Zero targets amongst businesses operating in the FGF sites.
- Collaborate with HR and management teams to promote fair recruitment, compensation, and advancement opportunities all employees in the Forth Green Freeport Tax sites.
- Appraise potential investments in FGF sites for alignment with Net Zero targets and the Fair Work Charter and make recommendations to the relevant sub-committees.
- Support business across FGF to overcome regulatory barriers to innovation, adhere to environmental regulations and manage sustainability reporting and compliance documentation.
- Conduct regular environmental audits and assessments to identify areas for improvement and check pace and direction of change aligns to the ambition establish in FGF strategies.
- Ensure that the FGF adheres to all work-related laws, safety regulations, and employment standards.

Person Specification

Education

- Qualifications in Business, Finance, Economics or similar.
- Relevant professional certifications preferred but not essential.

Experience and Skills

- Experience in strategic planning related to net zero, carbon emissions, responsible employment, fair work or sustainability.
- Management of conflicting priorities and deadlines, balancing the interests of multiple stakeholders, while working under pressure.
- Analytical skills and ability to assess potential investment opportunities for their adherence to FGF Fair Work Charter and Net Zero targets.
- Knowledge of different appraisal methodologies related to net zero and employment practices.
- Confident in drafting, delivering and defending recommendations to senior stakeholders, including corporate boards.
- Strong communication and negotiation skills, with the ability to build, maintain and leverage influence through diverse stakeholder relationships.
- Accurately represent and communicate the organisation's position to external audiences.
- Maintain knowledge of legislation, regulation and best practice related to your areas of responsibility and identify the impact changes on FGF.
- Experience in public-private partnerships and stakeholder engagement is desired but not essential.
- Proficiency in Microsoft Office Suite,
- A drivers' license and access to own transport is preferred.