

# THE CHARTERED INSTITUTION OF HIGHWAYS AND TRANSPORTATION – JOB BRIEF

<b>Job Title:</b>
Climate Change Associate
<b>Reports to:</b>
Director of Policy and Technical affairs
<b>Job Purpose</b>
This a fixed term (12 month), part time role (22.5 hours per week) to help CIHT implement and deliver its Climate Change action plan.
<b>Key Contacts (if applicable)</b>
CIHT staff, CIHT members, external agencies and organisations

<b>Key Responsibilities</b>
<p>The main duties to include:</p> <p>Working with CIHT's Policy and Technical team, CIHT Partnership network and CIHT members to drive the following aspects of CIHT's Climate Change pledge, building on progress to date</p> <ul style="list-style-type: none"><li>• Policy and Practice<ul style="list-style-type: none"><li>• Incorporate pledge into consultation responses and our publications</li><li>• Providing/identifying practical guidance for reducing carbon emissions</li><li>• Developing/identifying and sharing tools, protocols and applications for practice</li></ul></li><li>• Research &amp; knowledge dissemination<ul style="list-style-type: none"><li>○ Identify research gaps and commission targeted research</li><li>○ Share research findings from across the industry</li></ul></li><li>• Interdisciplinary collaboration<ul style="list-style-type: none"><li>• Working with other institutions and organisations</li><li>• Wherever possible carrying out joint projects and programmes, including the Construction Industry Council's Climate change panel</li><li>• Influencing and identifying best practice and standards</li><li>• Providing input into government and NGO standards and regulations</li></ul></li></ul> <p>Other duties within the competence of the job holder as required by the Institution</p>

<b>Dimensions</b>
<b>Personal specifications</b>
<p>Degree level education or equivalent is essential</p> <p>A detailed understanding of Climate Change issues and how they interact with Highways and transportation is essential</p> <p>Experience of working with organisations active in Climate change is essential</p> <p>Experience of developing research projects and commissioning research is essential</p> <p>Demonstrable experience in working across teams of colleagues and external organisations to deliver successful programmes</p>
<b>Skills and competencies</b>
<p>Excellent written English and oral communication skills for producing high quality content</p> <p>Excellent motivational skills.</p> <p>Ability to maximise effectiveness in a part-time role</p> <p>The confidence to liaise at a senior level with Government departments, other professional bodies and learned societies, and a diverse range of external contacts.</p> <p>Flexible approach.</p> <p>Comfortable in high pressure situations.</p>