



Environmental & Sustainability Manager

At Regent's University London, we have a bold mission of reimagining education, and we're looking for talented and passionate people to help us do that. We're ambitious, collaborative and curious in how we approach our work, each other, and the education we give our students. Nestled in the heart of royal Regent's Park, Regent's offers a premium experience for staff and students. We champion an environment that cultivates possibility for everyone in our community.

Job description

Position details

Job title:

Manager: Environmental & Sustainability Manager

Grade:

I

Department:

Estates & Facilities

Line Manager Job Title:

Director of Estates & Facilities

Job purpose

The Environmental & Sustainability Manager will lead the development, implementation, and continuous improvement of the University's environmental sustainability strategy. The role ensures compliance with environmental legislation, drives progress towards institutional Net Zero goals, enhances the sustainability of campus operations, and strengthens Regent's position within the Higher Education sector as an environmentally responsible and forward-thinking institution. The post-holder will also work with external consultants to drive down the university's carbon emissions and ensure the best solutions are in place for our energy purchases.

The post-holder collaborates with academic, student, and professional services stakeholders to embed sustainable practices across all areas of University life, supporting both operational excellence and an outstanding student experience.

This role has two direct reports –

1. Health & Safety Manager
2. Gardens Manager

The Regent's Way is a set of principles that guide our work and celebrate our unique offering – our strengths, our challenges and our commitment to continuous improvement.



We strive for excellence
We don't fear failure; we learn from it
We challenge ourselves



We're better together
We create synergy when we collaborate
We celebrate our successes



About people, cultures, ideas
We're inclusive and welcoming of new perspectives
We encourage learning and growth

Main responsibilities

1	Lead the delivery and ongoing development of the University's Environmental Sustainability Strategy, ensuring alignment with institutional priorities and sector expectations.
2	Manage and maintain the University's Environmental Management System (EMS), including B Corp, ESOS and continual improvement processes. Align to ISO4001 and 50001
3	Ensure full compliance with all relevant environmental legislation, statutory reporting requirements (e.g., ESOS, SECR, ESG), and Higher Education-specific sustainability frameworks
4	Lead the University's carbon management programme, including tracking progress toward Net Zero, preparing carbon reduction plans, and identifying opportunities for investment in energy efficiency and renewable technologies
5	Responsible for managing utilities, including electricity, gas and water. Work closely with TEC and other consultants
6	Oversee campus-wide environmental monitoring and reporting, including energy, water, waste, biodiversity, and emissions performance
7	Work closely with Estates project teams to integrate sustainability into capital projects, refurbishments, and maintenance activities, including BREEAM assessments and sustainable design principles
8	Develop and lead initiatives that reduce environmental impacts from campus operations, catering, procurement, transport, IT and student residences
9	Promote sustainability engagement programmes for staff and students, including campaigns, workshops, online resources, and behaviour-change initiatives
10	Coordinate sustainability-related communications, annual reports, dashboards, policies and updates for committees including the Sustainability Committee, ESG, Executive Team, GGE and Governing Body
11	Foster partnerships with external organisations, sector networks (e.g., EAUC, AUDE), community groups, and HE sustainability leaders to share best practice and enhance the University's profile
12	Manage budgets and resources assigned to sustainability projects, ensuring value for money and effective delivery

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| 13 | Provide specialist advice across Estates & Facilities and wider University teams on environmental issues, sustainability standards, legislation, and risk management |
| 14 | Directly manage the Health, Safety & Accessibility Manager, ensuring the implementation of the University's health and safety policy, procedures and best practices |
| 15 | Actively seek to implement the University's health and safety policy and give due regard to the health and safety of themselves and others when carrying out duties. |
| 16 | Actively seek to implement the University's equal opportunities policy and promote equality of opportunity in relation to the duties of the post. |
| 17 | To undertake any other duties that may reasonably be requested appropriate to the grade and responsibilities of the post. |

Person specification

1. Position details

Job title: Environmental & Sustainability Manager
Grade: I
Department: Estates & Facilities
Line manager job title: Director of Estates & Facilities

2. Person requirements

Job requirements	Assessment criteria	
	(e)ssential	(d)esirable
Qualifications & training		
Degree in Environmental Science, Sustainability, Environmental Management or related field	X	
Professional membership (IEMA, CIWM, CIEEM or equivalent)		X
ISO 14001 auditor or practitioner training		X
NEBOSH or similar health & safety qualification	X	
Relevant environmental or sustainability training/CPD		X
Experience		
Experience in environmental or sustainability management within Higher Education or a similar large, complex organisation	X	
Experience developing and implementing sustainability strategies and programmes	X	
Experience with carbon management, environmental data analysis, and statutory reporting (ESOS, SECR, etc.)	X	
Experience supporting sustainability within capital projects (e.g., BREEAM, low-carbon design, sustainable construction)		X
Experience delivering engagement campaigns or behaviour-change programmes	X	
Experience working with multiple stakeholder groups (students, academics, senior leaders, operational teams)	X	
Knowledge, skills & competencies		
Strong, practical knowledge of environmental legislation and sustainability best practice	X	
Understanding of HE sector sustainability frameworks	X	

(EAUC, AUDE, People & Planet, SDGs)		
Ability to analyse and present environmental performance data effectively	X	
Excellent communication, influencing and stakeholder engagement skills	X	
Knowledge of climate adaptation, Net Zero pathways, and resource efficiency	X	
General attributes & personal qualities		
Strong project management and organisational skills	X	
Passionate advocate for sustainability and environmental responsibility	X	
Proactive, innovative, and solution-focused approach	X	
Ability to work collaboratively and build positive relationships across a diverse community	X	
Strategic and analytical thinker able to translate vision into practical action	X	
Commitment to the University's values, behaviours, and the Regent's Way	X	
Other / special requirements		