

Purpose of the role:

A Sustainability Champion is, "An individual who seeks to lead change in an organisation to transform that organisation into a smarter, more successful, and more sustainable enterprise. This individual may exist at any level within an organisation and in any type of organisation, from the Chief Executive Officer to administrative assistant, from Mayor to city staffer, from university president to student leader." *The Sustainability Dictionary*

At the University of Kent our Sustainability Champions are a vital part of our delivery of sustainability actions and under the overarching FutureProof project, and since 2010 have delivered thousands of actions and ideas to help Kent improve its sustainability.

There are currently over 60 champions from across the University which make up the Sustainability Champions Network, who are all volunteers who fit in their sustainability activities alongside their usual roles.

Main responsibilities:

Sustainability Champions will be supported by the Sustainability Team to deliver the following:

1. Distributing resources and information

Champions will distribute materials and information from the Sustainability Team which might include emails, posters, stickers and desktop recyclers. They will also be provided with information regarding the University's Environmental Management System which will need to be disseminated to the relevant people within their department.

2. Coordinating the department's actions taken as part of FutureProof

FutureProof is a bespoke culture change project at the University of Kent which aims to embed the Sustainable Development Goals into our decision making, actions and learning across the University. As a champion you will be responsible for working with the sustainability team to coordinate the actions of your department as part of this project.

3. Promoting sustainability

At the core of your role you will be promoting sustainability, encouraging effective resource use and leading by example to help colleagues do the same. This will include helping new staff get up to speed with current policies and practices relating to sustainability.

4. Sustainability Champions Network

You will be part of a network of champions across the University and have the opportunity to collaborate on projects and to learn more about sustainability issues and skills together at workshops and events.

5. Reporting progress

We would love to know what your department is doing to support sustainability at Kent so we would like all champions to keep us up to date with what is happening. This can be done by writing case studies and/or blog posts for the sustainability blog,

sharing photos with our twitter/instagram page or writing articles for the sustainability newsletter/campus online.

6. **Feedback:** Champions will collect ideas, questions, concerns and feedback on environmental issues from their department and feed these back to the sustainability team. As conduits of information, the sustainability team would love to hear from champions, ideas from across the University for how we can improve the sustainability of the University.
7. **Contact point:** Champions are the first port of call for colleagues wishing to have more information or take action on issues.

Who should be a champion?

Anybody who is interested!

We only ask that you are:

- enthusiastic about sustainability and the environment, and willing to learn more about current global issues
- able to commit a certain amount of time to the role and have the permission of your line manager
- able and willing to attend some workshops, training sessions and events

Successful champions tend to have the following attributes: optimistic, collaborative, approachable, facilitator, motivation. The “perfect” sustainability champion isn’t someone that necessarily has all of the above however they are someone that wants to learn and is able to bring people together that have additional skills and enable them to get involved.

As part of the role you are offered regular training not only on sustainability issues but also on developing your own skills to be a successful champion.

Time commitment

The time commitment required for this role is around 30 – 60 mins a week, however this is not every week and is flexible. Training and workshops normally take place once a month and take an hour over lunchtime, there will also be an annual away day that champions would be encouraged to come along to. Because of this, we require the volunteer and their manager to sign below a declaration that commits to this.

Benefits to the individual for becoming a champion:

- Take part in community actions and be part of a network
- Develop your skill set/enhance your employability
- Influence and drive the change you wish to see
- Be rewarded and recognised for your work
- Have fun!

Benefits to the department for having a champion:

- Up skilling of staff/students

- Help towards achieving departmental goals
- Reduce resources use
- Improve staff/student engagement and satisfaction
- Achieve operational excellence
- Enhance reputation and recognition
- Align with the University plan

The _____ (insert name of School/Department)

confirms that _____ (insert name of volunteer) **will act as**

our Sustainability Champion and will be supported in delivering the role described above.

Signed:

(Sustainability Champion)

(HoD/DM/Line Manager)

Print name:

Date:
