**Sustainability Officer**

**Virginia Beach County Public Schools**

**2023**

**General Responsibilities**

Responsible for implementation, administration and maintenance of all division wide sustainability initiatives. Duties include coordinating with Senior Staff to ensure that social, economic and environmental outcomes are symbiotic to the division’s strategic plan.

**Essential Task**

* Identify, review and assess the divisions’ current sustainability goals and programs within all departments and identify opportunities for improvement.
* Develop a comprehensive policy and a strategic performance plan for VBCPS that encompasses current goals, best practices, and moves the division towards the next step of a more environmentally sustainable future.
* In collaboration with departments, will evaluate, enhance, and develop metric systems that monitor and assess progress towards achieving performance goals at all appropriate organizational levels.
* Develop and implement marketing and educational programs that inspire the community to embrace sustainability initiatives across the division.
* Coordinate activities with all departments and schools that accomplish all levels of conservation and sustainable practices within the school division to include sustainable purchasing, energy conservation, solid waste recycling, sustainable building infrastructure, resource and water conservation, emission reduction, renewable resources.
* Perform data collection to enable senior leadership to make informed decisions that focus on optimizing social, economic and environmental impacts of sustainability program initiatives.
* Provide oversight and direction of research and analysis of VBCPS sustainability needs to determine program direction and goals.
* Serve as a skilled facilitator who works collaboratively with the School Board, senior leadership, committees, and/or other third parties to develop strategic direction and integrate the division’s sustainability policy and practice.
* Develop partnerships and work with community members, organizations and other government agencies to establish a citywide sustainability program and to integrate sustainable practices.

**Knowledge, Skills and Abilities**

* Possess a minimum of 7 years of sustainability related experience to include a minimum of 2 years in a managerial capacity.
* Innovative individual who identifies the tools and resources needed to stay current in the field.
* Demonstrates superior project management skills and have the ability to effectively develop and define a sustainability plan for Virginia Beach City Public Schools.
* Be a master collaborator who will work effectively in relationship building and garner trust with departments to ensure that the division’s sustainable short and long term goals, and strategic plan meet and exceed the division’s goals as one of the most sustainable school divisions in the country.
* Possess advanced oral and written communication as well as a strong ability to educate, persuade and mobilize resources.
* Must possess a thorough understanding of sustainable technology as it relates to energy, waste, carbon emissions and sustainable building practices.
* Be passionate and understand current concepts of conservation and sustainable development including sustainable purchasing, energy conservation, solid waste recycling, sustainable building, resource and water conservation, emissions reduction and renewable resources.
* Demonstrate strong leadership and innovative thinking in the development of exemplary policies and programs that promote an environmentally sustainable future without compromising the ability of future generations to meet their needs.
* Be a highly approachable leader, who can openly accept and work effectively in a climate of interaction, communicating up and down the organization. Must display a willingness to work collaboratively with business, organizations, institutions and residents to develop solutions and implement action plans to address the challenges and opportunities inherent in the relationship between environment, equity and the economy.

**Education and Experience**

* A Bachelor’s Degree from an accredited four year college or university is required with major coursework in Business Administration, Public Administration, Environmental Management, Environmental Science, Environmental Engineering, Urban Planning, Architecture, or another job related field.
* Seven (7) years of sustainability related experience with a minimum of 2 years in a managerial capacity.
* A Masters degree may substitute for 2 years of sustainability related experience.