

Post Specification

Date	24 February 2025
Post Group Number	7077
Post Title	Waste Reduction Officer
Job Family	Regulation & Technical
Job Family Role Profile	PCD8ii
Final Grade	Grade 9

To be read in conjunction with the job family role profile

Service Area description

The hosted Waste Service is hosted by Cumberland Council and delivers waste disposal services including waste reduction services for both councils. The team:

- Manages operations including the Public Private Partnership (PPP) contract with Biffa Cumbria Ltd (BCL) and other key waste contracts/projects to meet the objectives of Cumberland and Westmorland and Furness Council's agreed services plans and lead strategic direction for waste services.
- Undertakes the statutory Waste Disposal Authority (WDA) function for both unitary councils, responsible for the disposal of municipal waste and provision of the county's 14
- Household Waste Recycling Centres (HWRCs).
- Ensures waste requirements in Cumbria are managed in a way that is compliant with
- relevant regulatory requirements, environmental standards and good industry practice.

Purpose of this post

- To assist in the delivery of waste reduction strategy and delivery plans for both Cumberland and Westmorland and Furness councils to facilitate individuals and groups to improve their capacity in positive waste management behaviours, promote awareness and positive action on waste reduction, reuse and recycling.
- Linking the waste hierarchy to the circular economy through supporting the maximisation of resource use and minimise the impact overall including carbon reduction and waste reduction targets (across the whole County).
- The post holder will further engage with the public at formal and informal settings such as events, workshops, roadshows etc to support and develop the wider behaviours required for successful waste reduction.
- To deliver a programme of communication and education on the importance of waste reduction, reuse and recycling in line with the Cumberland and Westmorland and Furness waste strategies.
- The activities delivered will be in partnership/collaboration with waste collection colleagues in both Cumberland and Westmorland and Furness and a wide-range of other stakeholders including other council departments. Activities will reflect UK Best Practice and be linked to the UK National Waste Strategy and other relevant strategies.
- Undertake other projects as required to deliver on this waste reduction agenda.

Key job specific accountabilities

- Planning and contributing to the design of a wide-range of waste reduction initiatives that are appropriate, content specific and relevant to a range of audiences. To be delivered in partnership with key stakeholders such as waste collection colleagues, community groups

and the wider public and private sectors.

- Delivery of a programme of activities to reflect UK Best Practice and be linked to the UK National Waste Strategy and other relevant strategies. Applying and delivering the Waste Hierarchy and linking these elements to the circular economy.
- Support on maximising internal resource use and minimising the impact to the environment. Including contribution to and implementation of corporate waste and carbon reduction plans in each council.
- To deliver training, waste reduction initiatives and campaigns across Cumbria, which promote awareness and positive action and delivered to an agreed schedule to a range of stakeholders.
- To establish, develop and maintain communication channels with other external partners and stakeholders in the waste reduction and sustainable waste management community, including organisations such as the Waste Resource Action Programme (WRAP) and grant funding bodies.
- Maximise waste reduction, reuse and recycling opportunities in line with the national Resource and Waste Strategy (and subsequent mandates and consultations), and other appropriate regional and local strategies.
- Delivery of a programme of waste reduction initiatives, projects and activities in conjunction with corporate project management tools.

Please note annual targets will be discussed during the appraisal process

Key facts and figures of the post

Budget Responsibilities	<ul style="list-style-type: none">• No direct budget responsibilities but support in the allocation of the waste reduction budget including procurement.
Staff Management Responsibilities	<ul style="list-style-type: none">• No direct staff management responsibilities
Other	<ul style="list-style-type: none">• Responsible for fleet, promotional materials and educational resources

Essential Criteria - Qualifications, knowledge, experience and expertise

- NVQ Level 3 or 4, or equivalent or experience or knowledge in an environmental or relevant work area.
- Substantial and demonstrable knowledge of waste and environmental issues.
- Knowledge of the strategies (locally and nationally) relevant to the waste/waste reduction and environmental service area, and how to implement them.
- Knowledge of Health and Safety and related procedures and policies and how they apply to the work area.
- Experience of planning, organising and controlling projects and work programmes with the achievement of defined targets
- Ability to assist in the planning of projects and expenditure for the team/programme/strategies
- Working knowledge of relevant waste and environmental legislation.
- Understanding of how to deal with customers to required standards of service.
- Working knowledge of processes, procedures and systems.

<ul style="list-style-type: none"> Knowledge of Waste/aWaste Reduction service and service-specific guidelines. 	
Disclosure and Barring Service – DBS Checks	
<ul style="list-style-type: none"> This post does not require a DBS check. 	
Job working circumstances	
Emotional Demands	<ul style="list-style-type: none"> Routine exposure.
Physical Demands	<ul style="list-style-type: none"> Regular requirement to carry / move waste reduction equipment.
Working Conditions	<ul style="list-style-type: none"> Regular requirement to work from and make visits to external sites, operations and facilities, including to attend events which are outdoors, to undertake duties.
Other Factors	
<ul style="list-style-type: none"> Ability to travel throughout Cumbria is essential 	