

Role Definition

Job Title: Sustainability Researcher
Reporting to: Partner on a day to day basis and ultimately to the Head of Specialist Modelling Group

Responsibilities

- Conduct research pertaining to existing, as well as new sustainable design techniques and assist with integrating these ideas into current and future projects
- Organise regular revisions and updates to the existing Foster + Partners sustainability policy
- Organise a sustainability database, of resources and documentation, in consultation with the Information Centre and update the green database on the office intranet
- Monitor and update procedures for enabling design teams to monitor progress and evaluate the sustainability in ongoing design projects and encourage sustainable design solutions
- Collate data and standards for sustainability and disseminate the information to the practice
- Organise and prepare seminars and talks regarding sustainable design to raise environmental awareness in the office
- Organise and facilitate the sustainability induction for new starters
- Recommend environmental strategies for current projects and competition entries
- Promote sustainable practice within the workplace particularly with regard to recycling, resource management and energy management
- Thorough knowledge of and compliance with Foster + Partners procedures
- To contribute, or otherwise assist, as required

Qualities and skills required

Essential

- Able to demonstrate ability to undertake the above responsibilities
- Legally able to work in the country in which the position is based
- Undergraduate degree in Architecture or Engineering
- Masters degree in Environmental Design or related field
- A good understanding of the relevance of climate, energy consumption to building and urban design
- Inventive, resourceful and enthusiastic about sustainability and environmental design
- Articulate and able to competently disseminate their research knowledge to the Practice
- Proficient in computer-based design, presentation, building simulation and environmental analysis
- Excellent written and spoken English language skills
- Excellent oral and written presentation skills
- Able to manage and prioritise tasks and time efficiently
- Resilient to cope with conflicting demands
- Excellent organisational skills
- Able to manage sensitive and sometimes confidential information
- Self motivation and able to take responsibility
- Able to work under pressure and to tight deadlines
- Flexible attitude
- Good interpersonal skills and able to work independently and as part of an effective team

- Able to build good relationships at all levels, internally and externally
- Ability to remain calm and resilient at all times

Desirable

- Understanding of sustainable assessment procedures and government sustainability targets
- Experience in environmental analysis on both a building and urban scale

This description reflects the core activities of the role but is not intended to be all-inclusive and other duties within the group/department may be required in addition to changes in the emphasis of duties as required from time to time. There is a requirement for the post holder to recognise this and adopt a flexible approach to work. Job descriptions will be reviewed regularly and where necessary revised in accordance with organisational needs. Any major changes will be discussed with the post holder.

June 2011