

JOB DESCRIPTION – SUSTAINABILITY LEAD

The Company

Formed in 1955, ADAM Architecture is a highly successful, award-winning practice with offices in Winchester and London. The practice is a world leader in the design and delivery of masterplanning and commercial development, the restoration and refurbishment of historic buildings, and the construction of new houses for private clients. We have an international reputation for designing high quality classical and traditional buildings and a wealth of knowledge and enthusiasm for holistic design and energy efficient development and are increasingly retained for the life of the project as masterplanner and coordinating architect. The quality of service that we offer, to ensure our clients' ambitions are delivered, is of paramount importance.

The Culture

Our staff are encouraged to progress the thinking and practice of traditional architecture and urbanism in all aspects of their work. We also recognise the importance of work-life balance and have an agile working policy in place. We support our staff with career development, offering training, mentoring and opportunities to join professional organisations, and encourage staff to determine their own career path. We offer a variety of workplace activities ranging from ADAM Futures, Women in Architecture, mentoring, life drawing, sporting, and after-work socialising. Our office environment is a positive space, with a focus on the enjoyment of being at work and staff well-being.

The Team

Our inhouse team has been developed to focus on sustainability within the context of contemporary classical and traditional design. The team will be embedded in the drawing office to drive forward the directors' ambition to support, influence and expand the research we undertake into delivering sustainable architecture and urban design.

The Position

To head up our inhouse sustainability team, the individual will lead and develop this group – focusing on new research to drive our thought leadership and establish energy efficient solutions to deliver the most sustainable traditional architecture and urban design. The individual should ideally have a background in both sustainability and architecture to align with our ambition for relevant and integrated research and design.

Key Competencies

- A confident self-starter, comfortable working both autonomously and as part of a team.
- An ability to communicate well in different group sizes and forums.
- Experience of teaching and mentoring others.
- Strong leadership, understanding and analysis of carbon.
- Strong knowledge of energy efficient construction and technical interventions to upgrade existing buildings.
- To be well organised and capable of managing a varied portfolio of work with exceptional time management.
- Demonstrate a high standard of written and direct presentation skills.
- Proven experience of leading projects, to realise our clients' ambitions, making well-judged decisions, working within budget, and meeting all critical deadlines.
- A technical understanding of industry processes and software including Passivhaus PHPP, SAP, BREEAM, HQM, WLCA, thermal modelling, daylight, and overheating.
- The skill to undertake project assessments demonstrating qualitative and quantitative results.
- Possess problem solving and technical skills including a strong grasp of the scientific principles.
- A good understanding of industry standards and key economic drivers.
- An awareness of the political landscape and integrity necessary to work effectively at senior levels in the industry to build strong client and commercial relationships.

Key Responsibilities and Accountabilities

DESIGN & ANALYSIS (IF RELEVANT)

- Suggest critical and innovative sustainability-led solutions to design and construction issues.
- Enable in-house analysis of thermal performance, daylight/sunlight, embodied carbon etc.
- Post planning, to help lead on work in concert with technical colleagues to ensure that the sustainability intent is carried through and realised on site, using the key competencies listed above.
- Maintain a holistic approach in bringing together an understanding of the practice's signature style with sustainability knowledge.

PROJECT MANAGEMENT (IF RELEVANT)

- Support and challenge project teams to develop more sustainable solutions.
- Lead post-occupancy studies in relation to sustainability
- Manage the sustainability review of projects, monitoring outputs to ensure they are of high quality and meet the deliverables outlined in the contract.

FINANCIAL AND RISK MANAGEMENT

- Assist in the production of the sustainability element of fee proposals and risk assessments.
- Manage the financial aspects of sustainability tasks.

CLIENT INTERFACE

- Liaise directly with clients and attending key meetings, offering sustainability advice, to deliver all projects of the highest quality and standards.
- Ensure the client understands the scope of work within the agreed project fees and communicating any variances to the director at the earliest opportunity.

COMMUNICATION & BUSINESS DEVELOPMENT

- Excellent communication skills to both influence colleagues internally and represent us externally.
- Seek opportunities for collaboration and represent the practice at external events.
- Advocate our sustainability vision with clients and collaborators.
- Create and maintain good working relationships with all external teams working on projects.
- Keep the project managers fully informed of progress of designated tasks and ensure copies of all relevant correspondence are maintained

PEOPLE MANAGEMENT

- Coordinate training and mentorship on sustainability to all levels of staff, identifying additional training requirements as necessary.
- Lead by example.

ORGANISATIONAL MANAGEMENT

- Establish and lead an internal environmental research group
- Disseminate project-based research and knowledge across the offices
- To think strategically about how to develop sustainability within practice and to provide support to the senior management team and directors in this.