

Job Description

Job Title: Deputy Mayor for Environment and Energy

Directorate: The Mayor's Office

Grade: Spot

Reports to: Mayor's Chief of Staff

Job purpose

1. To support the Mayor in making London one of the world's greenest cities, with real action to tackle air pollution and to promote sustainable development. Put London on the path to becoming the first 'National Park City'.
2. To act as the Mayoral lead for the implementation of the Mayor's environmental strategies to improve London's environment. To provide the highest level advice to the Mayor on the strategic approach to ensure integration with other strategies and policies of the Mayor's priorities on tackling climate change and improving the environment.
3. On behalf of the Mayor to develop and maintain effective partnerships with a wide range of specialist stakeholders from the commercial, public and third sectors in London. To represent the Mayor on environmental issues with relevant stakeholder groups.

Job accountabilities

1. Work with lead corporate officers and functional body leads to ensure the implementation of strategies and policies relating to environmental issues, in particular in relation to waste management, delivering the Mayor's commitment on the protection and creation of green space, delivering improvements in air quality. Lead on measures to protect wildlife and biodiversity.
2. Establish Energy for Londoners to help Londoners generate more low-carbon electricity, working towards the goal of London being a zero-carbon city by 2050.
3. Lead efforts to increase recycling, cut landfill and reduce water consumption in London.
4. Collaborate with other cities, including through international networks, to tackle climate change and the other environmental challenges that cities like London face.
5. To work with Deputy Mayors and other Mayoral Directors to ensure the Mayor's priorities in relation to the environment are considered in the development other mayoral policies and strategies.
6. Where appropriate to lead on work to analyse and review the strategies of the functional bodies, Government departments, external partners and other agencies and lead on developing partnership working, to maximise the impact of the Mayor's statutory environmental strategies and other discretionary environmental policies.

7. Ensure the Mayor receives the best policy advice, guidance and briefings on all environmental matters and ensuring the wider local, national and where appropriate international political context is covered.
8. On behalf of the Mayor, or with the Mayor, undertake negotiations with central Government departments concerning the wider environmental agenda seeking to influence this to ensure no detriment to London or the Mayoral priorities.
9. Lead the development of effective partnerships with functional bodies, government departments, external partners both private and public sector, other agencies and where appropriate stakeholders to ensure integrated working, and use these networks to leverage support and input for the Mayor's environmental agenda.
10. Realise the benefits of London's diversity by promoting and enabling equality of opportunities, and promoting the diverse needs and aspirations of London's communities.
11. Realise the benefits of a flexible approach to work in undertaking the duties and responsibilities of this post.

Key relationships

- Accountable to: The Mayor's Chief of Staff
- Accountable for: Resources allocated to the job
- Principal contacts: The Mayor, Deputy Mayors, Mayoral Directors, senior managers of the Authority and functional bodies, central government, statutory agencies, universities and research institutes, and voluntary bodies.

Person specification

- 1 Extensive experience and a proven track record of leadership in developing implementing and reviewing strategy in a large organisation, ideally within the scope of the broader environmental agenda.
- 2 Ability to foster public and professional awareness of the Mayor's environmental programme through links with boroughs, business, professional bodies, statutory agencies and voluntary organisations.
- 3 Strong strategic skills, with an ability to propose and evaluate strategic options and to lead the policy debate in the areas covered. Well-developed analytical and problem-solving skills and ability to devise creative solutions to complex problems and issues.
- 4 Knowledge and significant experience of operating in a complex political environment together with consultation and negotiation skills in order to seek to change opinion and influence political and other stakeholders.
- 5 A successful track record of giving high level professional advice on complex or sensitive issues at a senior level, and/or to politicians and effectively communicating through clear and persuasive oral, written and personal presentations to a range of different audiences.
- 6 Exceptional influencing and communications skills, with the ability to coalesce different constituencies around an agenda and to represent the Mayor and GLA's vision compellingly in public.

- 7 An overwhelming commitment, passion and enthusiasm for the role and the tenacity to see through a challenging programme of strategic interventions to improve London's environmental record.

Reasonable adjustment will be made to working arrangements to accommodate a person with a disability who otherwise would be prevented from undertaking the w

Behavioural Competencies

Building and Managing Relationships

... is developing rapport and working effectively with a diverse range of people, sharing knowledge and skills to deliver shared goals.

Level 4 indicators of effective performance

- Identifies and engages a diverse range of influential contacts within stakeholder and community groups, and partner organisations
- Builds alliances to establish mutually beneficial working arrangements, openly sharing knowledge and insights
- Actively challenges and addresses 'silo attitudes' to encourage effective relationship building inside and outside the GLA
- Understands the complexities of political dynamics and uses this to manage relationships and resolve conflict effectively
- Identifies clear win-win situations with external partners

Stakeholder Focus

... is consulting with, listening to and understanding the needs of those our work impacts and using this knowledge to shape what we do and manage others' expectations.

Level 4 indicators of effective performance

- Adapts objectives and the GLA's public facing position based on the context behind stakeholder needs and requests
- Builds the GLA's reputation as an organisation committed to meeting the needs of Londoners
- Manages partner organisations' and Londoners' expectations of the GLA by anticipating and influencing changing priorities
- Instils a culture that encourages GLA staff to think about meeting Londoners' needs first
- Builds the confidence of staff, partner organisations and Londoners by ensuring the GLA delivers quality work

Communicating and Influencing

... is presenting information and arguments clearly and convincingly so that others see us as credible and articulate, and engage with us.

Level 4 indicators of effective performance

- Articulates self with credibility and conviction, encouraging buy-in to corporate position
- Influences the thinking of other organisations, encouraging them to deliver in line with the GLA
- Ensures that the organisation communicates inclusively with staff and external stakeholders
- Acts as a credible and convincing spokesperson and negotiator for the GLA
- Instils a corporate commitment to accessible communication

Strategic Thinking

...is using an understanding of the bigger picture to uncover potential challenges and opportunities for the long term and turning these into a compelling vision for action.

Level 4 indicators of effective performance

- Develops a positive and compelling vision of London's future potential, demonstrating confidence in the strategic direction of the GLA
- Translates an understanding of the complex and diverse threats and issues facing London into positive action
- Proactively involves partners in strategic thinking, incorporating their views into plans and working with them to align strategic priorities
- Sets organisational priorities by identifying where time and investment is needed most
- Generates and leads strategic initiatives that reflect the GLA's position as a regional authority

Decision Making

... is forming sound, evidence-based judgements, making choices, assessing risks to delivery, and taking accountability for results.

Level 4 indicators of effective performance

- Makes difficult decisions for the long term benefit of the organisation
- Presents and instills confidence in strategic decision-making
- Consults stakeholders early in critical organisation-wide decisions
- Stands by the decisions and actions of the GLA
- Accepts and promotes accountability for the GLA's decision making
- Ensures the organisation balances effective risk management with the need for timely actions

Organisational Awareness

... is understanding and being sensitive to organisational dynamics, culture and politics across and beyond the GLA and shaping our approach accordingly.

Level 4 indicators of effective performance

- Focuses on the needs of Londoners, promoting organisational awareness of how they impact GLA priorities
- Anticipates and responds appropriately and professionally to political pressure, inspiring confidence and trust from politicians
- Shapes senior stakeholders' perceptions of the GLA, using their influence to support the GLA agenda
- Influences Londoners' perceptions of the GLA, using the Media where appropriate
- Leads the organisation by setting the highest standard in upholding integrity and ethical behaviour

Responding to Pressure and Change

... is being flexible and adapting positively, to sustain performance when the situation changes, workload increases, tensions rise or priorities shift.

Level 4 indicators of effective performance

- Demonstrates resilience in the face of challenge from staff, media and partner organisations
- Promotes the GLA as a flexible organisation, responding to the changing needs of Londoners
- Shows positivity in the face of external pressure, minimising negative impact
- Drives a culture of continuous improvement
- Sets the direction for organisational development and ensures effective communication of change initiatives

