

## Position Description

**Position Title:** Sustainability Manager

**Location:** Port Botany or Port Kembla

**Division:** Strategy and Corporate Affairs

**Position Status:** Permanent Full-Time

---

### POSITION PURPOSE

At NSW Ports our purpose is to Keep Australia's Economy Moving. Our vision is to be a world class port and logistics manager driving sustainable growth. In the financial markets, our measure is to be considered a premium ESG/SRI stock by investors and banks looking to add socially responsible/impact investments into their respective investment and loan portfolios. Within the general community and government stakeholders our target over time is for our sustainability achievements to be known as world class in our industry.

The Sustainability Manager is responsible for supporting NSW Ports objectives of:

- sustainable growth.
- safe, responsible, and efficient performance.
- strong relationships with stakeholders.
- a highly engaged and effective workforce.
- delivering shareholder value.

Key accountabilities and focus include the development, implementation, monitoring and review of NSW sustainability strategy and reporting. The outcomes generated by the Sustainability Manager are integral to NSW Ports license to operate and license to lead and grow strategy.

### ORGANISATIONAL CONTEXT

NSW Ports is a privately owned consortium of leading institutional investors: IFM Investors, Australian Super, Tawreed Investments Limited and Q Super, Cbus, Hesta and Hostplus. Our shareholders represent over five million Australian superannuation fund members and are long term investors with interests in a range of Australian infrastructure assets.

NSW Ports began operations in mid-2013 under a 99-year lease for Port Botany, Port Kembla, Cooks River Intermodal Terminal, and the Enfield Intermodal Logistics Centre. As custodian of these assets, we are committed to taking a long-term and sustainable approach to the way we operate, the actions we need to take or encourage from others, and the way we work with our stakeholders. NSW Ports is principally a land manager with operational responsibility for: the Bulk Liquids Berths at Port Botany, common user bulk liquid and dry bulk berths at Port Kembla, rail infrastructure at Port Kembla and common user roadways at both Ports and Enfield Intermodal Logistics Centre.

Port Botany and Port Kembla are economic assets of national significance, critical to the future economic growth and development of NSW. They are NSW's key import and export gateways, collectively contributing around \$4 billion per year to the NSW economy and supporting over 26,000 jobs.

NSW Ports operates to 5 key strategic objectives to sustainably cater for forecast trade growth:

1. Provide efficient road connections to the ports and intermodal terminals;
2. Grow rail transport of containers;
3. Use land and infrastructure efficiently;
4. Grow port capacity; and
5. Protect the ports and intermodal terminals from urban encroachment.

NSW Ports has 5 core values which support the vision, shape the culture, and enable the strategic objectives of the company:

1. **CARE** – We care about the wellbeing of ourselves, each other, and our stakeholders.
2. **INTEGRITY** – We are honest and real in all that we do.
3. **COLLABORATION** – We work together, respecting one another's views, and make our work environment fun and enjoyable.
4. **ACCOUNTABILITY** – We do what we say we will do and take responsibility for achieving the outcome.
5. **PASSION** – We are committed to NSW Ports and the future of our business and industry.

## **ACCOUNTABILITIES / KEY RESPONSIBILITIES**

Key overall accountability is to work across business divisions to set sustainability targets for NSW Ports, then develop and implement the strategy to deliver against those targets.

The Sustainability Manager is responsible for communicating the outcomes of the sustainability plan, including publishing NSW Ports' 3-year sustainability strategy with an annual scorecard and appropriate interim updates. The Sustainability Manager ensures that relevant sustainability commitments and plans are embedded in NSW Ports corporate strategy and business plans. The sustainability manager also works to influence suppliers and customers to deliver improved sustainability outcomes where relevant to our strategy.

### **Specific Responsibilities:**

- Agree, set, deliver, verify, and report performance against sustainability targets, including the development of business cases where required.
- Deliver the three-year sustainability plan for NSW Ports with annual updates/scorecards on progress, as required, ensuring that appropriate sustainability commitments and plan are embedded within NSW Ports' corporate strategy and business plans.
- Define the role (if any) and measures that NSW Ports plays in helping to develop a circular economy.
- Work cross division to ensure we have appropriate people and community strategy as well as governance policies and plans in place and communicated for our sustainability strategy.
- Leverage market leading frameworks and tools to assist in the development and delivery of the plan, including recommendations regarding participation in certification programs to meet our stakeholder expectations.
- Manage and oversee the work of consultants and contractors if required to deliver agreed outcomes on budget, quality, and time.

- Facilitate sustainability engagement and training for internal and external stakeholders as required.
- Report progress against UN Sustainable development goals.
- Work with the agency and Corporate Communications team to manage the sustainability pages of the NSW Ports website and all sustainability social media and other content to profile and build NSW Ports sustainability reputation.
- Prepare written and visual content for presentations on sustainability.
- Develop meaningful measures of success in program management and reporting.
- Support the business in responding to ESG queries from investors and financiers and in ESG financing initiatives.

## POSITION REPORTS

This position reports to the GM Strategy and Government Affairs and has no direct reports.

## KEY WORKING RELATIONSHIPS

Internal	External
<ul style="list-style-type: none"> <li>• GM Strategy and Government Affairs</li> <li>• Head of Communications</li> <li>• Communications Manager</li> <li>• Executive team</li> <li>• All other NSW Ports staff</li> </ul>	<ul style="list-style-type: none"> <li>• Consultants as required, including communications agency and certification program managers.</li> <li>• Customers</li> <li>• Suppliers</li> <li>• Sponsorship recipients</li> <li>• Communities in the vicinity of Port Botany, Port Kembla and the intermodal terminals at Enfield and Cook's River</li> <li>• Current and potential investors and lenders</li> <li>• Political and regulatory stakeholders</li> </ul>

## REQUIRED SKILLS, QUALIFICATIONS and EXPERIENCE

- A Bachelor of Engineering, Science, Sustainability, or other relevant discipline.
- 10+ years' experience working in a sustainability role.
- Strategically minded with a positive can-do approach to delivering on multiple projects and priorities.
- Experience working collaboratively across business divisions to achieve team outcomes.
- Well-developed speaking, writing, and reporting skills, with a love for storytelling.
- An ability to influence, engage and build productive working relationships internally and externally.
- Proven experience managing budgets.
- Demonstrated technical and sustainability strategy development and management experience working at a service provider, client-side organization, or within a consulting business.
- Experience working in transport, logistics or supply chain is preferred but not mandatory.
- Driver licence and car.