



Role Description

Title	SBR Environmental Manager	Incumbent	Vacant
Reports To	General Manager Policy, Environment and Safety. Matrix to Technical Director	Date Last Review	June 2022
Team	Policy, Environment and Safety	Location	Christchurch
Direct Reports	Nil	Work Environment	Office based Travel to Antarctica will be required. Trips to Antarctica will require medical clearance.

Organisational Context

Antarctica New Zealand is a Crown Entity established on 1 July 1996 under the New Zealand Antarctic Institute Act to develop, manage and execute New Zealand's activities in respect of Antarctica and the Southern Ocean.

Our overarching organisational goal is to continue to play an influential role in the kaitiakitanga (guardianship) of Antarctica and the Southern Ocean as a natural reserve devoted to peace and science. We do this by facilitating high-quality scientific research in Antarctica and supporting initiatives to protect the environment. Other key activities include the operation of Scott Base; managing logistics to, from and within Antarctica; and raising public awareness of the global significance of the continent and surrounding Southern Ocean.

The Scott Base Redevelopment (SBR) project aims to replace the existing Scott Base infrastructure and provide fit-for-purpose science and logistics facilities. In Budget 2021, Antarctica New Zealand was granted funding to finalise the design then construct, transport and commission the new base, a temporary base and a wind farm in Antarctica. Now that funding is granted, the project team are focused on completing the project by 2028.

Effective environmental management and compliance with the Comprehensive Environmental Evaluation (CEE) are essential for the success of this project. This role links the Policy, Environment and Safety Team and the SBR Project Team to deliver outstanding environmental leadership to the SBR project.

Business Unit Purpose

The Policy, Environment and Safety team supports New Zealand's strategic interests in Antarctica and strengthens New Zealand's policy leadership in the Antarctic Treaty System by connecting science, policy and environmental management.

Additionally, the team leads and oversees the continual improvement of the organisation's Health and Safety, Risk and Environmental Management Systems, and provides accurate and timely policy advice to the Ministry of Foreign Affairs and Trade and other stakeholders. The team is accountable for ensuring that risks are identified, and works across the organization to task and work with others to mitigate and control these risks.

This role contributes to the SBR Project Team's purpose which is to safely and successfully deliver the Scott Base Redevelopment Project on schedule and on budget.



Role purpose

- Provide technical environmental leadership and support to contractors/construction staff implementing environmental controls to minimise the impacts of SBR in Antarctica.
- Support the integration of Antarctica New Zealand's Environmental Management System (EMS) within SBR.
- Lead the implementation of Green Star and ensure both Design and As-Built accreditation are achieved.
- Manage the development of the SBR Construction Environmental Management Plan (CEMP) in close cooperation with the contractor(s), and support the contractor's implementation of the CEMP to minimise environmental impacts in Antarctica.
- Provide technical environmental expertise and support New Zealand's implementation of the Antarctic Treaty System in the context of the SBR Project.

Work of role

Environmental Leadership

- Provide technical environmental expertise and leadership to the SBR Project.
- Champion environmental management through the SBR in multiple fora.
- Facilitate the integration of Antarctica New Zealand's EMS within SBR.
- Facilitate information sharing and close liaison between PES team and the SBR Project Team.

Sustainable Design

- Lead sustainable design principles within the project.
- Be the Green Star 'Champion' for the SBR Project (by being the Green Star Accredited Professional).
- Manage the custom Green Star rating tool certification process including:
 - Coordinate the delivery of Green Star credits assigned to the main contractor, design team, and Antarctica New Zealand;
 - Lead the delivery of Green Star credits assigned to Antarctica New Zealand; and
 - Prepare the submission to the New Zealand Green Building Council (NZGBC) ensuring we meet the assessment requirements for certification.

Construction Environmental Management Plan

- Manage the development of the CEMP and all sub plans in collaboration with the contractor(s).
- Support the induction and training of contractor teams to the Antarctica New Zealand EMS and project specific requirements.
- Support the implementation of the CEMP throughout the duration of the project.
- Support the application for resource consents or other permits required for New Zealand based work.

Biosecurity Management

- Support the development and implementation of the project's biosecurity plan.
- Lead the delivery of biosecurity audits and checks, in New Zealand and at Scott Base.
- Be the SBR representative on Antarctica New Zealand's Biosecurity Committee.

Waste Management

- Support the development and implementation of the project's waste management plan.
- Support the main contractor on waste minimisation and waste auditing.
- Be the SBR representative on Antarctica New Zealand's Waste Minimisation Group.

Environmental Monitoring and Compliance

- Lead the Comprehensive Environmental Evaluation (CEE) Environmental Monitoring programme.
- Conduct environmental audits and checks to verify compliance with the CEE, the CEMP (and sub plans) and Antarctica New Zealand's EMS.
- Monitor Health, Safety and Environmental (HSE) reports and undertake investigations where appropriate, regarding SBR related reports.
- Produce environmental monitoring reports for internal and external stakeholders including compliance requirements for CEE reporting.



Other Tasks

- Fulfill requirements as outlined in the Health, Safety and Environmental Management systems.
- Ensure that relevant documents and records for business activities are created and maintained, and that all legislative requirements for record keeping are met.
- Any other task assigned by the GM Policy, Environment and Safety, or Technical Manager.

Key challenges

- Providing leadership to the SBR Project Team on environmental excellence in construction.
- Delivering environmental protection on a major project in Antarctica.
- Navigating the complexity of the Antarctic Treaty System and Green Star sustainability rating tool.
- Using contactors to best effect in an unfamiliar environment.

Key functional relationships

Internal	<ul style="list-style-type: none"> • SBR Project Team • Policy, Environment and Safety Team • Operations Team
External	<ul style="list-style-type: none"> • Scott Base Redevelopment Design Team • Scott Base Redevelopment Construction Team and their Health, Safety, Environment and Quality staff • Ministry of Foreign Affairs and Trade • Ministry for Primary Industries • Department of Conservation • Environmental Protection Authority • Ministry for the Environment • Crown Research Institutes, Universities and New Zealand scientists • National Representatives to the Committee for Environmental Protection / other National Antarctic Programmes

Minimum capability necessary to work to role

Capability area	Description
Qualifications, Certificates and Memberships	<ul style="list-style-type: none"> • A degree in a relevant science field or environmental management. • Green Star Accredited Professional desirable
Knowledge, Skills and Experience	<ul style="list-style-type: none"> • Environmental management experience on major construction project essential • Experience in Environmental Impact Assessment • Experience in developing and implementing Environmental Management Plans for major construction projects • Experience undertaking and/or facilitating HSE audits • Experience delivering sustainability rating tools, preferably Green Star • Excellent oral and written communication skills • Demonstrated ability to work cooperatively with colleagues, consultants and contractors to deliver excellent environmental results • Understanding and/or experience with the Resource Management Act (1991) and its requirements • A high level of understanding and preferably some experience of the Antarctic Treaty system and relevant national Antarctic legislation. • Understanding of, and commitment to, tikanga and Treaty of Waitangi principles



Judgement, temperament and influence	<ul style="list-style-type: none"> • Demonstrated ability to provide environmental leadership in project teams and influence others to achieve environmental outcomes • Ability to learn, even from difficult situations • Able to plan, resource and manage tasks to a successful conclusion • Able to earn respect of stakeholders and other staff • Confronts issues and persists to resolve them • Effective interpersonal skills, including the use of enquiry that supports understanding and support for plans and changes • Professional manner and positive attitude
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Antarctica New Zealand values

<p>To honour our obligation to Antarctica:</p> <ul style="list-style-type: none"> • Ka ngākau whiwhita tātou ki ā tātou mahi katoa - We are passionate about what we do • Ka tiaki tātou i a tātou anō, ka tiaki hoki i te taiao - We care for each other and the environment • Ka mahi tahi tātou - We work together • He ngākau pono ō tātou - We aspire to the highest standards • Ka whai tātou i ngā taumata tiketike -We act with integrity

Role authorisations

I confirm that this Role Description accurately describes the work of the SBR Environmental Manager:

GM Policy, Environment and Safety

Date

I accept this Role Description accurately describes the work of the role for which I am accountable:

SBR Environmental Manager

Date