



# Role Profile

## SUSTAINABILITY INFORMATION ANALYST

Reference No.	A5013	Type	Individual
Service	Planning Services		
Job Family	Professional 1	Grade	FC7

### Purpose

To undertake and disseminate sustainability spatial and non-spatial information, research and analysis in relation to:

- Local Heat and Energy Efficiency Strategy
- Local Development Plan
- Wider climate and planning strategic requirements

**Task or Responsibility** - For this role, there is an expectation that all, or a combination, of the following will be undertaken:

Preparing and delivering spatial and non-spatial analysis using Geographic Information Systems and related tools, to develop information in support of Local Heat and Energy Efficiency Strategy, Local Development Plan and wider climate and planning related policy.

Co-ordinating, managing, modelling, monitoring, commissioning and disseminating spatial and non-spatial research, information and analysis in relation to sustainability (environmental, economic and social), including: energy, buildings and land use information for policy work for the Service.

Analysing, evaluating and reporting on complex and large datasets. e.g., using Home Analytics Energy data (csv format) and the Scotland

**Person Specification: Skills, Knowledge, Qualifications or Experience** - Criteria can apply to more than one task or responsibility

**E**      **D**

Educated to SCQF level 9, which includes a Degree or equivalent in relevant discipline e.g. Planning, Geography, Information Analysis

✓

Knowledge of statutory and non-statutory services e.g. Local Heat and Energy Efficiency Strategy, development planning and policy, Climate Adaptation Plans

✓

Research skills

✓

Organisational skills

✓

Analytical skills

✓

E = Essential Criteria    D = Desirable Criteria

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Heat Map data (spatial) to model energy requirement outputs and options for improvements to efficiency.	Experience of high level analysis of key statistical information		✓
Developing and maintaining information management systems including storage, access and data protection, and that allow analysis, sharing and communication of information with partners.	Knowledge of IT systems relating to database/spatial data management	✓	
Preparing and contribute to reports, publications and statistical information, including: <ul style="list-style-type: none"> <li>• Local Heat and Energy Efficiency Strategy</li> <li>• Local Development Plan</li> </ul>	Presentation skills	✓	
	Attention to detail skills	✓	
Liaising with internal and external agencies	Communication skills	✓	
	Networking skills	✓	
	Team working skills	✓	
Ensuring that activities for which the post holder has responsibility are carried out in accordance with the Council's financial policies and procedures.	Time management skills	✓	
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

**Additional tasks or responsibilities** – this is a generic role, however this particular job may also require you to undertake the following:

<b>Task or Responsibility</b> - For this role, there is an expectation that all, or a combination, of the following will be undertaken:	<b>Person Specification: Skills, Knowledge, Qualifications or Experience</b> - Criteria can apply to more than one task or responsibility	<b>E</b>	<b>D</b>

**Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required**

**Before confirming appointment:** You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

**Additional Information – the following information is available:**

- Skills Framework (if applicable)
- **How** we work matters

**Expected Behaviours**

Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.

Please refer to How We Work Matters Guidance to learn more.