

# Position Description:

# **HEAD OF SUSTAINABILITY**

## HEAD OF SUSTAINABILITY

Reporting to: Chief Operating Officer (CEO ad interim)

### ABOUT ECA:

ECA is the sole independent body directly representing football clubs at European level, with a membership panel consisting of more than 240 professional football clubs from across the continent. As the sole representative voice of European club football on the international football landscape, ECA's core purpose is to place clubs at the 'Heart of Football'.

ECA is developing and growing its team to ensure it constantly enhances the delivery of value in its activities and services for its Member Clubs, to take account of the shifting priorities, needs and responsibilities of football clubs across Europe.

ECA has an evolving team, currently approaching 25 people, and together we are on a mission of organisational growth, targeting a performance-driven culture and delivering high impact outcomes for our Administration and Member Clubs.

Equity, diversity, and inclusion are core values at ECA, and we are committed to building and sustaining an inclusive and equitable working and learning environment for all staff and members.

### POSITION MISSION:

In this newly created full-time position, the Head of Sustainability will play a central role in shaping and implementing ECA's Sustainability Vision and Strategy, building the right execution model to implement it in the short, medium and long term.

You will work closely with the ECA Executive Board and ECA's Senior Leadership Team to identify, agree and deliver the key milestones required to execute ECA's sustainability strategy, while ensuring alignment with other relevant ECA strategic dossiers, projects, services and ECA's communication strategy.

Shaping and delivery of an effective sustainability strategy will require unifying approaches and developing frameworks across all stakeholders in European football. You will lead ECA's efforts to design and deliver the most relevant sustainability services to our Member Clubs, with the aim of supporting them in implementing and delivering on their own sustainability goals. In addition, you will engage in regular constructive dialogue with key stakeholders including governing bodies, such as UEFA and FIFA, national associations, industry leaders, and representative groups to advance the sustainability agenda.

ECA is an implementation partner of the UEFA Football Sustainability Strategy 2030. The Head of Sustainability will therefore also be working to ensure alignment between ECA's impact areas (areas where ECA can create most value and be a distinct voice in the market) and UEFA's vision. Driving stakeholder engagement on this topic through dedicated Working Groups and Committees, both at ECA and UEFA, will be paramount to achieving success in this role.

This role will be the first one fully dedicated to Sustainability within the ECA Administration team. In line with the overall strategic plan, the ambition should be to grow the team over time in accordance with the demands of our members and the broader industry environment. Along with the rest of the ECA team, you will be 100% focused on delivering incremental value to ECA's members and as such you will be part of ECA's mission to place clubs at the Heart of Football.

The role is intended to be based at ECA's offices in Nyon, Switzerland and will require frequent travel to Member Clubs across Europe and other business engagements, as required.

## **CORE RESPONSIBILITIES:**

Reporting to the Chief Operating Officer and working in close collaboration with the wider ECA team, ECA's Head of Sustainability will:

- Lead all sustainability related activities in coordination with other ECA functions and external resources (such as consultants and agencies) to ensure the development and delivery of the ECA's overall sustainability strategy
- Play the primary role in developing ECA's thought leadership on the latest developments and trends related to sustainability across the football industry
- Lead and assist the organisation in their sustainability efforts from assessments to target setting ideas and programme development
- Manage the planning and reporting of all ECA sustainability activities, including budgeting, programme and resource management (including any future growth in sustainability resources)
- Manage the scoping and production of an annual ECA Sustainability Report and other relevant sustainability compliance reporting such as CDP
- Safeguard and ensure the alignment of ECA sustainability strategy and programmes especially with UEFA Football Sustainability Strategy 2030 whilst ensuring ECA distinct position and measure contribution to UN SDGs
- Engage with key football stakeholders to multiply industry-related sustainability initiatives and ensure that the sustainability priorities of ECA members are considered
- Work closely with ECA's Communications Department to develop and integrate sustainability messaging into ECA's overall communications plan and support the delivery of multi-platform communication campaigns
- Ensure that ECA's Member Clubs' sustainability needs and demands are known, and work closely with the Services Department to identify the relevant value-adding services for Member Clubs, and steer the effective implementation so that member needs are met in a relevant and effective way
- Collaborate with ECA's Football Intelligence team to analyse sustainability-related trends associated with ECA areas of action
- Keep up to date with all changes in relevant legislation, standards and initiatives including any international legislation where applicable. Identify market trends, members' needs and new business opportunities
- Develop and foster key relationships and knowledge-sharing with dedicated club resources working on sustainability and lead a 'community of practitioners'

- Build and maintain a network of relationships with external stakeholders outside of the football community (e.g. NGOs, international organisations) with a view to developing partnerships and shared projects
- Represent ECA on sustainability matters within the football community among regulators, policymakers, and other stakeholders at key events, including in internal and external forums
- Set guidelines or benchmarks for the company's own environmental / social responsibility impact and Identify inefficiencies or areas where the company can improve their environmental impact
- Define and develop any relevant policies and process, including training for the ECA Administration and due diligence mechanisms that are required
- Develop engaging and informative presentations, content, and reports for key ECA activities and external workshops
- Provide support on any other project given by the CEO and members of the Senior Leadership Team

## **SKILLS AND EXPERIENCE:**

- An up and coming, or already arrived, professional in the sustainability space, with at least 7-8 years of experience in successfully developing and implementing sustainability strategies and leading project teams towards the achievement of pre-defined goals and targets
- Master's degree with a focus on sustainability and/or other business-related disciplines
- Knowledge of CDP, ISO 14001 and 20121 and/or other sustainability related accreditation/standards/programmes
- Passion for sustainability, including social impact, human rights and environmental and climate issues, and ability to inspire others in these topics
- A strong personal and professional network within the sustainability and ideally sports sectors, of high relevance to the work that ECA will be carrying out in this field
- Relevant working experiences in consulting roles, corporate roles, public or other sustainability-related roles
- In-depth understanding of and passion for the European club football eco-system and ideally knowledge of the requirements, challenges, operating environment and evolving needs of a professional football club
- A good deal of practical experience of creating, implementing and managing according to corporate social and environmental standards, guidance, benchmarks and reporting frameworks, and desire to further develop this knowledge and experience within a football context
- Very strong, proven organisational and project management skills
- Strategic skills and ability to measure risks and opportunities in a multi-stakeholder environment
- Proven ability to articulate and lead strategic programmes and processes in complex and ambiguous environments

- Creativity and curiosity of thinking and approaching problem-solving in often politically charged settings
- An effective communicator in written and spoken form, and ability to develop thought leadership
- Effective networker with enhanced stakeholder relations and interpersonal skills
- A global citizen who thrives in a truly international environment
- Language skills: Fluent in English, and ideally one other language. Additional language skills would be highly advantageous.

**You are invited to send your CV and cover letter to Amandine Sauty, Senior Manager Staff and Operations at: [jobs@ecaurope.com](mailto:jobs@ecaurope.com)**



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