

## Newcastle City Council

### Job Description

<b>Post Title:</b>	Waste & Recycling Engagement Team Lead	A4812
<b>Evaluation:</b>	515 points	<b>Grade: N7</b>
<b>Responsible to:</b>	Operations Manager	
<b>Responsible for:</b>	Staff as allocated	
<b>Job Purpose:</b>	Lead the Waste & Recycling Engagement Team to support engagement activities, provide information and deliver practical projects that raise awareness, educate and change behaviours that will lead to reduced waste and increased reuse and recycling.	

Main Duties: The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

1. To manage staff deployed in the Waste and Recycling Engagement Team and as allocated in line with council policy and procedure.
2. Allocation of resources to ensure the effective delivery of services in line with service level agreements and service standards, to achieve performance targets.
3. To support initiatives and campaigns that raise awareness and provide information about Newcastle's waste and recycling services and encourage participation in more effective waste management in response to upcoming future government targets around recycling and food waste.
4. To develop and deliver targeted waste management projects that address issues of poor recycling (contaminated bins) by improving knowledge and changing behaviour.
5. To work alongside operational managers and front line teams to undertake tasks such as bin labelling, leaflet distribution and to assist recycling collection crews with the monitoring and recording of contamination as required.

6. To provide advice and solutions directly to those individuals and households where there are issues with waste.
7. To organise or support events and activities with local groups or schools that raise awareness, educate and promote the service or help deliver practical tasks such as litter picking.
8. To communicate with residents, community and tenant groups, partners, council staff, elected members, businesses, schools, volunteers and organisations to influence and change behaviours regarding issues of waste, recycling, litter, dog fouling and fly tipping and develop creative solutions to improve the local environment.
9. To record and monitor progress and maintain records of activity and engagement and delivery of the Waste and Recycling Team Work Programme.
10. Responsible for allocated resources, fleet, PPE, and equipment and investigation into any loss or damage of such resources
11. To promote and implement the Council's Equality Policy in all aspects of employment and service delivery.
12. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the Council's policies and procedures.