



Sustainability Facilitator Candidate Information

June 2025

The Institute of Cancer Research

About our organisation

We are one of the world's most influential cancer research institutes with an outstanding record of achievement dating back more than 100 years. We are world leaders in identifying cancer genes, discovering cancer drugs and developing precision radiotherapy. Together with our hospital partner The Royal Marsden, we are rated in the top four centres for cancer research and treatment worldwide. As well as being a world-class institute, we are a college of the University of London.

We came second in the league table of university research quality compiled from the Research Excellence Framework (REF 2024). We have charitable status and rely on support from partner organisations, charities, donors and the general public. We have more than 1000 staff and postgraduate students across three sites – in Chelsea and Sutton.

Estates and Facilities

Sustainability, Health and Safety team

The role of the SHS team is to integrate health, safety, and environmental protection into all ICR activities. This includes taking a pragmatic and proportional approach to risk management and the analysis, reporting, and reduction of the environmental impacts associated with scientific research at the ICR.

Sustainability specific activities include:

- Management of environmental standards and certification (ISO 14001, LEAF and My Green Lab)
- Management and continual review of Sustainable Discoveries, the ICR's sustainability action plan
- Analysis and annual reporting of the ICR's environmental footprint (carbon footprint, water use etc)
- Working with the ICR's scientific divisions to devise and implement sustainability project and initiatives to address science related environmental impacts
- Provision of sustainability training for staff and students

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Sustainability Facilitator

The Sustainability, Health & Safety team is seeking to recruit a recent graduate in sustainability, life sciences with sustainability interest/experience or an environmentally certified professional, to join our team for an initial period of a year.

Working as an integral member of the team, this individual will have a significant knowledge of sustainability and ideally experience of sustainability best practice in the higher education or life sciences sector.

The successful candidate will provide support for projects connected to laboratory certification, sustainable procurement and biodiversity, aligned with the ICR's sustainability action plan.

Our mission
is to make the
discoveries that
defeat cancer.

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Our values

The ICR has a highly skilled and committed workforce, with a wide variety of roles, each requiring different skills. But whether you work as a researcher, or work as part of our corporate team, your work and behaviour is underpinned by these six values. They are what bring us together as one team - as 'One ICR'.



Pursuing excellence

We aspire to excellence in everything we do, and aim to be leaders in our field.



Acting with Integrity

We promote an open and honest environment that gives credit and acknowledges mistakes, so that our actions stand up to scrutiny.



Valuing all our people

We value the contribution of all our people, help them reach their full potential, and treat everyone with kindness and respect.



Working together

We collaborate with colleagues and partners to bring together different skills, resources and perspectives.



Leading innovation

We do things differently in ways that no one else has done before, and share the expertise and learning we gain.



Making a difference

We all play our part, doing a little bit more, a little bit better, to help improve the lives of people with cancer.



Our values set out how each of us at the ICR, works together to meet our mission – to make the discoveries that defeat cancer. They summarise our desired behaviours, attitudes and culture – how we value one another and how we take pride in the work we do, to deliver impact for people with cancer and their loved ones.”

Professor Kristian Helin
Chief Executive

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Job description

Department / division:	Estate and Facilities
Pay grade / staff group:	Professional service grade 6 (£26,505 - £30,690)
Hours / duration:	Full time (35 hours per week), Monday to Friday. Fixed term contract for 1 years commencing 1 st September 2025 ending 31 st August 2026
Reports to:	Sustainability Advisor
Accountable to:	Sustainability, Health & Safety (SHS)
Main purpose of the job:	Sustainability project support
Location:	Sutton, with work across both the Sutton and Chelsea site
Hybrid work is available	

Duties and responsibilities:

Sustainability project support

Support biodiversity related projects and initiatives
Support laboratory certification schemes LEAF and My Green Lab
Work with research divisions to implement new sustainable procurement projects
Contribute to sustainability communications (Presentations, intranet pages, ICR digital newsletter)
Contribute to reporting of sustainability metrics, projects and initiatives; including published annual report
Build sustainability-based knowledge and share best practice, ideas and innovative approach to sustainability

General

All staff must ensure that they familiarise themselves with and adhere to any ICR policies that are relevant to their work and that all personal and sensitive personal data is treated with the utmost confidentiality and in line with the General Data Protection Regulations
Any other duties that are consistent with the nature and grade of the post that may be required.
To work in accordance with the ICR's Values.

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To promote a safe, healthy and fair environment for people to work, where bullying and harassment will not be tolerated.

This job description is a reflection of the present position and is subject to review and alteration in detail and emphasis in the light of future changes or development.

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Person specification

Education and Knowledge

Recent sustainability or life sciences graduate (or will be a graduate in 2025) with sustainability knowledge/experience or environmental qualification	Essential
Basic level of climate literacy, including knowledge of carbon foot printing and GHG protocol	Essential
Environmental sustainability best practice	Essential
Familiarity with Life cycle thinking and circular economy concepts	Desirable
Knowledge of environmental legislation	Desirable

Experience

Practical application of sustainability best practice	Essential
Reporting of sustainability key performance indicators	Desirable
Experience of LEAF, My Green Lab or other laboratory certification schemes	Desirable
Biodiversity Net Gain – understanding of undertaking BNG assessments	Desirable
Experience in higher education or life sciences sector organisation	Desirable

Skills

Excellent interpersonal and stakeholder management skills, with the ability and confidence to communicate and build relationships with stakeholders	Essential
Demonstratable passion for sustainability, with high level of enthusiasm and drive to achieve results	Essential
Excellent communication skills, including good presentation skills	Essential
Strong team worker, committed to stakeholder satisfaction and performance improvement.	Essential
Good time management, project planning and attention to detail	Essential
Capability to engage and inform internal and external stakeholders in innovative ways.	Desirable
Skills and experience in organising complex data into clear and compelling messages	Desirable

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Benefits

We offer a fantastic working environment, great opportunities for career development and the chance to make a real difference to defeat cancer. We aim to recruit and develop the best – the most outstanding scientists and clinicians, and the most talented professional and administrative staff.

The annual leave entitlement for full time employees is 28 days per annum on joining. This will increase by a further day after 2 years' and 5 years' service.

Staff membership to the Universities Superannuation Scheme (USS) is available. The USS is a defined benefit scheme and provides a highly competitive pension scheme with robust benefits. The rate of contributions is determined by USS and details of the costs and benefits of this scheme can be found on their website. If staff are transferring from the NHS, they can opt to remain members of the NHS Pension Scheme.

We offer a range of family friendly benefits such as flexible working, a parents' group, and a maternity mentoring scheme. Other great benefits include interest free loans for discounted season tickets for travel and bicycle purchases, access to the NHS discounts website, a free and confidential Employee Assistance Programme which offers a range of well-being, financial and legal advice services, two staff restaurants, and access to a gym and sporting facilities at our Sutton site.

Further information

You may contact the sustainability team for further information by emailing sustainability@icr.ac.uk This job description is a reflection of the current position and is subject to review and alteration in detail and emphasis in the light of future changes or development.