



London School of Hygiene & Tropical Medicine

Sustainability Representatives - Terms of Reference

Purpose:

The Sustainability Representatives (Reps) is an internal citizenship position. Sustainability Reps act as advocates and help the central sustainability team to embed environmental sustainability across LSHTM. Having Sustainability Reps across different faculties and departments will support LSHTM's sustainability aims and ambitions, including its commitment to being Net Zero by 2030. Sustainability Reps are expected to commit to a maximum of two hours a month.

The Sustainability Reps will make recommendations to LSHTM's central sustainability team.

Responsibilities:

1. Support communication—
 - 1.1 Within the LSHTM community: help promote environmental policies, initiatives and strategies to local teams.
 - 1.2 Within teams: help promote sustainability structures within teams – i.e. including environmental issues as regular agenda items at team meetings and letting the sustainability team know the best way to convey information to teams e.g. newsletters, monthly meetings etc.
 - 1.3 With the sustainability team: act as the conduit for information flow between their area(s) and the sustainability group – including communicating observations, suggestions and ideas for the sustainability team to take forward. Approaching the sustainability team with own sustainability ideas or initiatives they would like support with.
2. Ambassador for sustainability –
 - 2.1 Be proactive in encouraging and adopting sustainability actions. This could include:
 - Switching lights off and equipment when not in use, overnight when not needed;
 - Printing less and using 'greener' paper;
 - Making sure that the use of heating or cooling equipment is not excessive, reporting any faulty equipment to the maintenance team,
 - Encouraging reuse and offering up unwanted items to others across LSHTM before new items are purchased;
 - Purchasing less and considering environmentally friendly alternatives;
 - Supporting and helping to promote policies and procedures aimed at reducing LSHTM's environmental impact.
3. Attend sustainability group meetings with other Sustainability Reps. These will take place at least quarterly.

Membership:



We welcome interest from all colleagues across LSHTM, with the aim to have at least one person from each academic department, where feasible. In order to carry out this role the nominated departmental Sustainability Rep should have access to peers and colleagues within their area and be able to send them communication (or arrange for this to be shared/cascaded). Meetings and agendas will be organised by the Sustainability Strategy Coordinator.