

Technical Assistant – Ethical and Sustainability

Background

JC Dudley is a family-run business with a wealth of experience serving ingredients to its long-standing clients in the industrial and foodservice sectors of the food & drinks industry. JC Dudley is passionate about produce and has established strong relationships with its suppliers and clients, some of which represent leading brands at the forefront of sustainability.

Key Requirements

- Degree in sustainability or equivalent (or working towards the same), or
- Some experience in ethical and sustainability management,
- English (fluent), and
- Good to excellent IT and numeracy skills.

Key Responsibilities

- Help draw up a JC Dudley Sustainability Strategy

- Implement the JC Dudley Sustainability Strategy

- Undertake a carbon-based life cycle assessment of JC Dudley scope 1, 2 and 3 emissions, if necessary working with climate consultants
- Determine a corrective action plan to reduce scope 1, 2 and 3 emissions from JC Dudley operations,
- Ensure ingredients and packaging are sustainably sourced,
- Ensure the Sustainability Strategy is effectively communicated to internal and external stakeholders.

Supplier management

- Assist with management of the supplier data base,
- Ensure sustainability standards are implemented at primary and secondary production sites,
- Work with suppliers to reduce greenhouse gas emissions from their operations, and
- Undertake materiality risk assessments on suppliers and, where necessary, develop a continuous improvement programme with the suppliers to mitigate socioenvironmental risks from the supply chain.

Project management

- Support suppliers with the implementation and communication to stakeholders of sustainability projects.

Legislation

- Keep abreast of UK and EU sustainability legislation and ensure regulatory compliance for JC Dudley, and
- Key considerations of legislation shall be communicated to suppliers.

Personal Skills

- Work individually and as part of a team,
- Have good self-discipline,
- Attention to detail,
- Ability to multi-task,
- Good diplomacy and interrelationship skills, and
- Good verbal and written skills.

Job location

Due to the nature of the business, the candidate is expected to live within commutable distance from Chesham, where the Head Office is based.

Some hybrid work is acceptable. Please discuss your needs.

Some overseas travel may be required.

Job type

Placement year. Internship.

If interested, please send a covering letter and CV to technical@jcdudley.co.uk