

ASSURANCE MANAGER

POSITION DESCRIPTION

LOCATION: This position is likely to be fully home based but may include a proportion of time based from our office in North Berwick on the east coast of Scotland.

SALARY: Competitive depending on experience.

STARTING DATE: As soon as possible.

CLOSING DATE FOR VACANCY: 20 SEPTEMBER 2020

ABOUT AWS

AWS is a global membership-based collaboration that connects organisations dedicated to promoting responsible use of freshwater. Our members include businesses, NGOs and public sector organisations. Members contribute to the sustainability of local water-resources through adoption and promotion of a universal framework for the sustainable use of water – the International Water Stewardship Standard, or AWS Standard – that drives, recognises and rewards good water stewardship.

The AWS Standard provides a globally applicable framework for major water users to understand their water use and impacts, and to work collaboratively and transparently for sustainable water management within a catchment context. The AWS Standard system includes third party certification and a network of accredited professional service providers to support and assess the implementation of the Standard.

The AWS Standard System is overseen by a multi-stakeholder governance structure and fuelled by information from members, partners and a growing number of local water stewardship networks, coordinated by our regional partners and representatives. Knowledge and learning are fundamental to both our ambitions for growth and the integrity of the AWS System. By connecting organisations at the forefront of collaboration on water, AWS facilitates the exchange of knowledge to advance the uptake of water stewardship worldwide.

AWS is a growing organisation, still at a relatively early stage of its maturity. Our highly motivated team is dispersed across several countries. We are now seeking an Assurance Manager to join our team and play an instrumental role in the future growth and impact of the AWS System.

ABOUT THE ROLE

As Assurance Manager you will be responsible for managing all aspects of AWS's Assurance Program. This includes relationship management and quality control of accredited Conformity Assessment Bodies, ensuring the currency, quality and availability of all data regarding AWS

assurance, ensuring full compliance with ISEAL Assurance Code and development of policies and procedures necessary for successful implementation of AWS Assurance Program.

Effective working relationships with service providers, regional partners, local representatives and AWS members will be a crucial element of the role, helping to maintain stakeholder confidence in the integrity of the AWS System.

WHO YOU ARE AND WHAT YOU'LL DO

You're an experienced professional in sustainability standards.

- You have minimum of 5 years' experience in assurance-related roles with ISEAL member standards or other sustainability standard schemes.
- You will ensure excellence in the implementation of all aspects of the AWS Assurance Program and compliance with ISEAL Assurance Code.

You're a data geek

- You have significant experience with data relating to certification schemes, and a high level of attention to detail in the management of data.
- You will ensure that all data relating to the Assurance Program is gathered and processed to the highest standard and will support other team members to achieve the same standard across the organization.

You're a collaborator

- You are naturally collaborative and comfortable working across multiple time zones with diverse stakeholders.
- You will recognize the high level of interdependencies across our program of work and promote coordination and mutual support across the team, local networks, members and partners to grow the AWS System.

You're passionate about global sustainability issues

- You have an enthusiasm for social and environmental issues that is demonstrated through knowledge and experience, ideally with a substantial knowledge of water issues. You have a desire to see positive social and environmental impacts from committed enterprises and understand and relate to different cultures and their developmental challenges.
- You will inject this passion into your work and contribute to the promoting a culture of learning, sharing and support in AWS.

WHAT YOU'LL NEED TO SUCCEED

- As noted above, 5 years' experience in an assurance related role, preferably within ISEAL member organization.
- Experience and qualification as an auditor for sustainability standards would be considered an asset.
- Degree or equivalent in a relevant discipline (e.g., hydrology, environmental science, agriculture, forestry or similar).
- Experience in management of data related to audits and assurance, ideally with experience in Salesforce and Wordpress.
- Solid understanding of approaches to sustainability and natural resource or environmental management (experience in water management would carry additional weight).
- Ability to communicate effectively with external and internal stakeholders.
- Excellent administrative capabilities with a high level of attention to detail.
- Fluency in written and spoken English.
- The ability to travel internationally as required for the role.

HOW TO APPLY

If you think you might be right for this job, and this job might be right for you, please send an email marked "VACANCY: ASSURANCE MANAGER" to gail@a4ws.org. Your email should include the following attachments:

- A covering letter explaining why you are interested in the position and demonstrating how you meet the person specification.
- Your current CV with email addresses and telephone numbers of two referees.
- An indication of when you would be available to take on the role, if selected.

Closing date for applications is September 20th, 2020.

Only shortlisted candidates will be contacted. Unfortunately, we cannot provide feedback to unsuccessful candidates.