



SUSTAINABILITY COORDINATOR

Reports to Operations Director

Hours Part time (24 hours per week / 3 days)

Location SWG3 Office, Glasgow

Salary £32,000 (Pro-Rata)

About SWG3

SWG3 is one of Scotland's leading independent venues – a place where creativity, community and commerce collide. What began as a group of artists' studios in a derelict warehouse has now evolved into one of Europe's most credible and loved multi-discipline arts venues; a collection of atmospheric spaces alive with art, design, music, fashion, food, shopping and nightlife.

Everyone knows SWG3 for a different reason, in a slightly different way. Sweaty gigs, pulsing club nights, experimental arts performances, global brand activations, fashion shows, a studio space – the variety of what goes on here is unparalleled in the city. And, through our exciting and ambitious Masterplan, the company is continuing to grow and evolve in even more ways, becoming a major cultural destination and tourist attraction for Scotland.

About this role

As Sustainability Coordinator at SWG3, you will play a central role in promoting environmentally responsible practices within our operations and driving progress towards our net zero targets.

Your expertise will help us reduce our carbon footprint, engage with staff and audiences, and continue the reputation of our venue as a leader in sustainable music events.

We have been measuring our carbon footprint for the last three years and are looking for someone who is driven to make change and can execute our net zero strategy and deliver results.

You will be part of a dynamic work environment in a vibrant music venue, have opportunities for professional development and training and a chance to make a meaningful impact.



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Key responsibilities

Net Zero Reporting and Compliance

- Calculate the company carbon footprint annually across scope 1, 2 and 3, track progress towards targets and implement SWG3's Net Zero Strategy.
- Produce annual sustainability reports to share progress with key stakeholders.

Carbon Reduction and Energy Management

- Monitor energy and water usage and implement strategies to increase efficiency and decarbonise operations.
- Work with the operations team to monitor BODYHEAT efficiency and communicate its impact.

Waste Management and Circularity

- Develop strategies for waste reduction and behaviour change.
- Increase recycling and circularity by engaging with staff and SWG3's supply chain.
- Ensure that all WEEE and hazardous waste is disposed of correctly across the site.

Active Travel

- Calculate the impact of travel related to business, staff, audiences and artists.
- Implement SWG3's Active Travel Strategy to improve access to the venue and encourage sustainable travel.

Sustainability Communications

- Work with the marketing team to develop website copy and social media communications to engage our audience with sustainability initiatives.
- Communicate updates regularly with staff through resources, training and meetings.

Sustainability Governance

- Stay up to date with new and emerging sustainability legislation.
- Develop policies and guides to support operational changes.
- Lead the SWG3 Green Team meetings to engage staff with sustainability.



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Skills, knowledge and experience

Education

- Undergraduate degree or qualification in environmental management, sustainability or a related field.

Experience

- Minimum of 2 years of experience in sustainability or environmental management, preferably in the events or hospitality sector.
- Experience calculating carbon footprints across scope 1, 2 and 3 and writing reports.
- Proven experience in project management and strategy development.

Skills

- Strong analytical skills with the ability to interpret data and make informed decisions.
- Excellent written and verbal communication and interpersonal skills, with the ability to engage diverse audiences. Knowledge of greenwashing and how to communicate sustainability efforts authentically.
- Proficiency in Microsoft Office Suite and familiarity with sustainability reporting tools and standards.

Personal Attributes

- Proven commitment to sustainability and environmental stewardship.
- Creative thinker with a proactive approach to problem-solving.
- Strong organisational skills and attention to detail.
- Ability to work both independently and collaboratively in a team, with effective time and delivery management.



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Hours and location

This is a part-time role of 24 hours per week. Whilst our office hours are 10am - 6pm, Monday to Friday, we're happy to discuss a working pattern which suits both sides. As a live events venue, some additional evening and weekend work may be required.

How to apply

Interested candidates should submit their CV and a cover letter outlining their qualifications and vision for sustainability at SWG3 to hr@swg3.tv

Deadline for applications **Wednesday 15th January**

If you have any questions regarding this position, please email hr@swg3.tv