ISEP Certificate in Sustainability & Environmental Management

ISEP
Institute of Sustainability &
Environmental Professionals

Syllabus Guide

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The ISEP Certificate in Sustainability & Environmental Management provides learners with the essential knowledge and management skills to act as an effective environmental and sustainability practitioner and implement positive change throughout their organisation.

Course Summary

Upon completion of this course, learners will:

- Possess detailed knowledge of environmental/sustainability principles, management tools and skills to effectively deliver positive change
- Have key knowledge of environment and sustainability business practices to enable career development
- Have the skills to practically apply the knowledge learnt through the course
- Have gained knowledge of management and assessment tools to apply within the workplace
- Have in-depth knowledge of the innovative and leading practices in the environment and sustainability agenda
- Know how to critically analyse data and report clear information to inform decisions and drive change
- Know how to evaluate risk and deliver sustainable solutions

Full Course Syllabus

Module 1: Fundamentals of Sustainability, Business and Governance

1. Explain the implications of global trends for the environment, for society, for the economy and for organisations and the role as an Environment/Sustainability practitioner in overcoming these challenges

- Explaining the global mega-trends driving the need to transform the world to sustainability
- Explaining the concept of sustainable development
- Explaining how the UN's Sustainable Development Goals provide a framework for action
- Describing the five sustainable capitals and the dependencies between them
- Explaining how environmental limits and the equalities agenda are fundamental to maintaining economic growth and sustainable capital
- Explaining how current economic activity regularly creates unintended environmental and social consequences, locally and globally
- Describing the role of an Environment/Sustainability practitioner and how this requires

the application of sustainability skills to overcome internal and external challenges

2. Explain sustainable business/governance models, their underlying principles and their relationship with organisations, products and services

- Describing the role of ethics in individual and organisational decision making
- Explaining the importance of accountability, equalities (incl: gender equality) inclusivity, integrity, stewardship, transparency, cultural context and engagement
- Explaining the importance of corporate responsibility, corporate sustainability and sustainable business
- Describing the differences between balancing and resolving interactions between social, environmental and economic issues in the context of sustainable development
- Explaining the concept of safe operating space and to what extent they can impact an organisation
- Describing the sustainable business models that will help drive the transition to a sustainable economy

Module 2: Environmental Principles, Policy and Legislation

3. Explain environmental principles and their relationship with organisations, products and services

- Explaining the importance of natural cycles ecological systems, ecosystem services and environmental limits and their impact on your organisation
- Explaining the impact of human interventions on natural ecological systems, habitats, species and individuals
- Describing pollution sources, pathways and receptors

4. Explain major policy and legislation and their implications for organisations, products and services

- Explaining how sustainability issues link to policy
- Outlining the main types of law and the relationship between international, national and sub-national law
- Describing key policy instruments in place and how they are used to achieve sustainable change
- Explaining key environmental principles and how they have been applied within policies
- Explaining key environmental legislation
- Outlining the role of environmental regulators and penalties for non-compliance
- Identifying relevant stakeholders that influence environmental issues and policy development
- Explaining the benefits and opportunities organisations can achieve in moving beyond

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compliance

Module 3: Environmental Management/Assessment Tools and Skills

5. Explain major and relevant tools, techniques, systems and practices, their application and how they can be used to develop sustainable products and services and improve sustainability performance

- Explaining the application of major environmental management tools, techniques, systems and practices, their advantages and disadvantages
- Explaining the concept of lifecycle thinking, its benefits and challenges
- Explaining the different roles people play in delivering sustainable outcomes
- Describing the tools, techniques, systems and/or practices used by organisations to manage compliance and non-compliance
- Describing the role verification and assurance plays in improving sustainability performance

6. Explain the role of innovation and other leading practices in developing sustainable products and services and providing sustainable solutions

- Explaining how innovation and other leading practices can be used to develop sustainable products and services and provide sustainable solutions
- Explaining innovation and how the principles of innovation can be applied in any given context

7. Collect and critically analyse data, and report information that informs decision making

- Identifying relevant sources of data and describing techniques used to collect, process and store accurate data
- Explaining the importance of relevant and accurate data
- Analysing and interpreting data/information to draw appropriate conclusions and make practical recommendations that improve sustainability performance
- Monitoring a programme to improve sustainability performance using appropriate methods

8. Identify problems and assess opportunities that deliver innovative and sustainable products and services

- Identifying the benefits of research, planning and keeping up-to-date with innovations to provide sustainable solutions
- Identifying challenges to sustainability and reframing them as opportunities

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9. Determine, implement, and measure methods of effective communication

- Explaining the role effective communication plays in achieving sustainable outcomes
- Identifying the interests and viewpoints of relevant internal and external stakeholders
- Explaining how communication methods need to be adapted to ensure meaningful engagement
- Demonstrating effective use of communication skills and understanding how communication methods can facilitate improved performance
- Describing the differences between informing, consulting and engaging

10. Identify and engage in two way communication with stakeholders
- Identifying the benefits of collaboration and cooperation in responding to sustainability challenges, particularly when facing the same issues
- Working collaboratively in teams and across broader structures and networks
- Using a positive, proactive and resourceful approach to delivering tasks and working with others

11. Apply or implement tools, techniques, systems and practices that identify opportunities and risks

- Demonstrating selection and use of appropriate tools, techniques and systems to identify risks and opportunities
- Showing how identifying and tackling risks to the delivery of products and services can achieve resilience in changing and dynamic world

12. Deliver projects and programmes that achieve performance improvement

- Describing how a long-term vision for sustainability, with milestones and targets, facilitates delivery of sustainable products and services
- Demonstrating use of key project management techniques that have delivered sustainable outcomes
- Demonstrating how a financial return on investment and wider benefits create a business case for sustainability
- Demonstrating how contracting and procurement is a vital component of improving sustainability performance

13. Implement change and transformation

- Demonstrating knowledge of change management principles
- Explaining how organisational culture contributes to improved sustainability performance
- Identifying common barriers to creating positive sustainability cultures
- Challenging unsuitable business behaviours

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Course Assessment

The course is assessed through three knowledge based assignments; one after each week of the course. The candidate must pass all three before being permitted to take the assessment for practitioner membership.

You then take an Assessment of Competence based on work experience for practitioner membership of ISEP (PISEP).

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