



Job Title: Part-Time Sustainability Consultant (Opportunity to Grow into a Larger Role)

Organization: Sustainable Business Council (SBC)

Location: Remote, with preference for candidates based in Wisconsin or the Upper Midwest; occasional travel may be required.

Type: Part-Time, Contract (15–25 hours per week)

Compensation: \$31–\$50 per hour, commensurate with experience

About SBC

The Sustainable Business Council (SBC) is a mission-driven nonprofit dedicated to advancing sustainable business practices across industries. We convene leaders, provide resources, and foster collaboration to drive meaningful environmental, social, and governance (ESG) progress. Our work helps businesses embed sustainability into strategy, operations, and culture to create lasting impact.

Position Overview

SBC is seeking a part-time Sustainability Consultant to support the delivery of our consulting services. This role offers meaningful client impact, professional autonomy, and the opportunity to grow into a full-time position leading SBC's consulting practice.

The consultant will work directly with SBC clients to assess business needs, design and manage sustainability programs, and provide guidance on ESG compliance and performance. This is an ideal opportunity for an early-career sustainability professional eager to take ownership of projects, develop consulting expertise, and help shape a growing practice within a mission-driven nonprofit.

Key Responsibilities

Client Delivery

- Deliver ESG and sustainability consulting services, including strategy development, compliance, and performance improvement.
- Conduct GHG inventories, emissions assessments, and sustainability benchmarking using recognized standards (GHG Protocol).
- Facilitate client meetings, workshops, and presentations that translate sustainability concepts into actionable business strategies.
- Assist clients in setting goals, tracking performance, and reporting outcomes aligned with ESG frameworks.
- Work independently to manage projects, meet deadlines, and deliver high-quality results to clients.
- Design and implement tailored sustainability programs that align with client goals.

Program and Practice Development

- Support project scoping, proposal development, budgets, and contract management.
- Contribute to decarbonization strategies, climate action planning, and sustainability roadmaps.
- Develop tools, templates, and processes to enhance consistency and scalability across client engagements.
- Collaborate with SBC leadership to expand and evolve our consulting practice.

Business Development and Outreach

- Identify new client opportunities and support proposal and presentation development.
- Represent SBC in outreach efforts and contribute to the visibility of our consulting work.

Qualifications

Required

- Bachelor's degree in Environmental Science, Sustainability, Environmental Studies, Business, or a related field (Master's degree a plus).
- 1–3 years of experience in sustainability, ESG, or related consulting or related roles (including internships, capstone projects, or applied research).
- Familiarity with key sustainability and ESG frameworks and tools (e.g., GHG Protocol, CDP, EcoVadis, LEED, SASB).
- Strong analytical, writing, and communication skills, with the ability to translate technical information for diverse audiences.
- Entrepreneurial mindset with initiative to work independently and collaboratively in a small, fast-paced team.
- Highly organized and detail-oriented, with demonstrated project management capabilities.
- Knowledge of decarbonization pathways, climate-related risk, and sustainability performance metrics.
- Genuine interest in helping a growing nonprofit expand its consulting impact and mission.

Preferred

- Experience facilitating workshops, client presentations, and stakeholder engagement.
- Comfort engaging directly with clients, managing relationships, and adapting to their unique needs.
- Hands-on experience conducting GHG inventories, emissions assessments, or data-driven sustainability analyses.
- Proficiency with sustainability or data analysis tools (e.g., Excel, Power BI) and project management platforms.
- Experience developing tools, templates, or resources that streamline client engagement and enhance delivery.
- Desire to grow into a leadership role within SBC's evolving consulting practice.

Why Join SBC

- Contribute to a purpose-driven organization advancing sustainable business practices.
- Shape the future of a growing sustainability consulting practice.
- Receive mentorship and professional development from experienced sustainability leaders.
- Collaborate with a passionate, values-aligned team and statewide network of sustainability professionals.
- Enjoy flexible, remote work with room for professional autonomy and growth.

Equal Opportunity Statement

Sustainable Business Council (SBC) is an equal opportunity employer. We are committed to creating an inclusive environment for all employees and applicants. SBC does not discriminate on the basis of race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. We encourage individuals from all backgrounds to apply, especially those who bring diverse perspectives to sustainability work.

To Apply

Please send your resume and brief cover letter (1 page max) explaining your interest in the role and relevant experience to info@SustainableBusinessCouncil.org with the subject line **Application – PT Sustainability Consultant**. Applications will be reviewed on a rolling basis, and qualified candidates will be contacted for interviews. Deadline to apply is November 9.