

SUSTAINABILITY COORDINATOR 1/2 | GUIDE

Practice	Step 1. Pilot (1 point)	Sep 2. Initiative (3 points)	Step 3. Systemic (9 points)	Points
Sustainability management system: Have in place a process to routinely set priorities for sustainability improvements, monitor the results and institutionalize best practices.	Implement a parallel structure and process to identify and make sustainability improvements (e.g. steering committee)	Implement an environmental management (EMS) equivalent to ISO 14001.	Implement an ISO-compliant EMS with sustainability policies, criteria and targets embedded.	
Vision: Have a clear vision for how sustainability relates to your organization's mission.	Develop a business case for pursuing sustainability; obtain executive support for pursuing sustainability initiatives.	Have conducted a process to develop a clear long-term vision of sustainability and interim goals. Get support of leadership to communicate these audacious long-term goals.	Help the organization develop a long-term vision of your organization's role in a fully sustainable society. Question basic assumptions of your mission or business model and engage in long-term efforts to transform your organization and sector.	
Implementation plan: Develop a realistic plan for implementing sustainability in the organization	Develop and implement a plan for a pilot-level initiative.	Develop and implement a plan to spread sustainable thinking and actions across the organization.	Develop and implement a plan to embed sustainability into the fabric of the organization and into other strategic relationships.	

Average score less than 1: **Lagging:** You are beginning to fall. behind others who are implementing sustainable practices and should look for ways to catch up. You may need to develop a more compelling business case for pursuing sustainability. We recommend beginning with projects that make good business sense from a traditional perspective.

Average score 1-3: **Learning:** You have made good progress but have a lot more that you can do. Look for ways to build on your existing successes or choose projects that are timely for other reasons.

Average score over 3: **Leading:** You are out in front, blazing the trail for others. Keep innovating and share your lessons learned through speaking and writing.