



## Research Associate in ESG and Carbon Accounting

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| POSITION NUMBER      | 954884  |
| COLLEGE / DEPARTMENT | The Institute for Sustainable Industries and Liveable Cities (ISILC)          |
| LOCATION/CAMPUS      | The position is currently located at the City Tower Campus of the University. |
| CLASSIFICATION       | Research - Academic Level A   |

### OVERALL PURPOSE

The overall purpose of the Research Associate (Academic Level A) in ESG and Carbon Reporting is to contribute to the research, design, and development of methodologies for measuring and reporting environmental, social, and governance (ESG) performance and carbon emissions. Working under the guidance of senior academics and project leaders, the With Associate supports the refinement of models and metrics that comply with Australian Sustainability Reporting Standards (ASRS) and Climate-Related Financial Disclosures (CRFD / AASB S2), while assisting in the application of global frameworks such as the Global Reporting Initiative (GRI), Task Force on Climate-related Financial Disclosures (TCFD), and the International Sustainability Standards Board (ISSB).

By developing skills in Scope 1, Scope 2, and Scope 3 emissions accounting—including purchased goods and services, supplier emissions, waste management, and transport—the With Associate contributes to the production of transparent, auditable methodologies that support both academic outputs and applied practice. The position also assists with the integration of frameworks such as the B Impact Assessment and UN SDG Action Manager, ensuring that project outcomes inform policy discussions, guide industry adoption, and contribute to organisational progress toward Net Zero commitments and strengthened ESG compliance.

### ORGANISATIONAL ENVIRONMENT

Victoria University has a bold and ambitious new vision and a seven-year strategic plan characterised by five strategic drivers. Victoria University's [Strategic Plan 2022-2028, Start Well, finish brilliantly](#), also commits the University to the bold ambition to be a global leader in dual sector learning and research by 2028.

VU has innovated a new pedagogic and curriculum approach: the VU Block Model. This, along with the VU First Year College, has been one of the leading learning and teaching innovations in the Australian tertiary education sector over the past decade. Our embedded VU Polytechnic is a leading TAFE provider, renowned for its industry collaboration and its digital innovation in delivery. As a result, Doing Dual Differently is one of our five core drivers and points of uniqueness.

At Victoria University, our research is focused on the development and sustained application of ethical knowledge in all its forms, done in partnership and collaboration, to address the challenges of people, places and planet. In 2022, VU launched its [Research and Impact Plan 2023-2028](#) and is one of the top ten

sports science universities in the world with more recent, yet equally profound, achievements in health sciences; immunology; green engineering; the circular economy; and First Nations.

## STRATEGIC DRIVERS

To achieve our vision, we have identified five Strategic Drivers, with a high-level objective, and the goals to get us to our 2028 target. Our vision is big and ambitious. It is also achievable.

1. Doing Dual Differently
2. Partnering with Principle
3. Maximising Research with Impact
4. Protecting Country
5. A Thriving Place to Study and Work

## VISION

To be a global leader in dual sector learning and research by 2028.

## PURPOSE

Victoria University emboldens its people to design their future and has a deep commitment to Protecting Country.

The operations of the **ISILC** and this position are currently located at the **City Tower** of the University though this position may be relocated to any other existing or future University work location. (Describe where relevant, the physical demands of the position in relation to the work location – travel time requirements over time and physical demands and expectations.)

## MAJOR CHALLENGES / FREEDOM TO ACT

This position reports to and receives broad direction from the Senior Lecturer in Information Systems Management and operates within the University's policies, procedures and guidelines.

The Research Associate (Level A) in ESG and Carbon Reporting faces challenges in developing foundational expertise while contributing to projects in a complex and evolving regulatory environment. Australian Sustainability Reporting Standards and Climate-Related Financial Disclosures are still being refined, requiring the With Associate to build knowledge of these frameworks and assist senior researchers in monitoring developments and adapting methodologies.

A particular difficulty lies in Scope 3 emissions accounting, where data on purchased goods, supplier emissions, waste, and transport is often fragmented and uncertain. The With Associate contributes to addressing these challenges by supporting data collection, validation, and documentation processes under guidance.

Ensuring data quality and auditability is another challenge, requiring the With Associate to assist in embedding transparent schemas, factor provenance, and evidence trails that meet assurance and regulatory expectations. At the same time, the With Associate supports the integration of frameworks such as the B Impact Assessment and UN SDG Action Manager, learning to balance qualitative impact measures with quantitative carbon reporting in ways that remain practical for industry adoption.

The role also demands the ability to balance academic rigour with applied usability. Outputs must contribute to scholarly research through reports and publications while meeting partner timelines and usability

## MAJOR CHALLENGES / FREEDOM TO ACT

requirements. Engaging with diverse stakeholders across academia, industry, and policy adds further complexity, requiring the Associate to develop strong communication and collaboration skills to support credibility across audiences.

## MAJOR DUTIES PERFORMED

In performing the following duties the incumbent is required to comply with quality assurance policies and procedures, and other relevant legislative requirements applicable to the University.

The major duties performed are:

1. Assist in the design and refinement of ESG and carbon-accounting methodologies for the Smart Inventory Solution, ensuring alignment with Australian Sustainability Reporting Standards (ASRS), Climate-Related Financial Disclosures (CRFD / AASB S2), and relevant international frameworks (GRI, TCFD, ISSB).
2. Support the formulation, calculation, and validation of ESG and emissions metrics (Scope 1, Scope 2, and Scope 3), including purchased goods and services, supplier emissions, waste management, and transport, using accepted standards and published guidance.
3. Contribute to the compilation, maintenance, and documentation of emissions factors and reference datasets, recording factor provenance, assumptions, and evidence trails in ways that satisfy assurance and regulatory expectations.
4. Assist in developing and testing quantitative models and analytical workflows that translate operational and inventory data into auditable ESG indicators and dashboards suitable for partner and regulator use.
5. Work collaboratively with senior researchers, data engineering, and AI/ML team members to specify how ESG rules, factors, and calculation logic are implemented within the platform, including data structures, validation rules, and exception handling.
6. Support the integration of B Impact Assessment and UN SDG Action Manager frameworks into the platform's assessment logic, ensuring consistent mapping between activities, indicators, and ESG/SDG outcomes.
7. Monitor and summarise developments in ESG, climate-related disclosure, and sustainable finance regulation, reporting implications to project leaders and contributing to updates of methodologies and reporting templates.
8. Assist in preparing technical documentation and user-facing guidance on ESG metrics, data requirements, assumptions, and limitations, supporting transparency and practical adoption by industry partners.
9. Contribute to scholarly and applied outputs, including project reports, case studies, conference papers, and journal articles arising from the design, application, and evaluation of ESG and emissions models in inventory and supply-chain contexts.
10. Participate in meetings, workshops, and demonstrations with industry and university partners to gather requirements, present findings under supervision, and support the balance between methodological rigour and practical usability.
11. Provide informal support and guidance to honours and HDR students, research assistants, or collaborators working on related tasks, contributing to a collaborative and impact-oriented research culture within the project team
12. Identify, assess, prioritise and control risks to the health and safety of staff, students, visitors and contractors to the environment arising from the operation of the area under their responsibility, and ensure that a safe system of work is developed and followed through appropriate training, supervision and monitoring in line with the annual OH&S Plan.

## SELECTION CRITERIA

### Essential:

1. A PhD (or equivalent, or near completion) in a relevant discipline such as sustainability/ESG analytics, environmental engineering, sustainable supply chain management, industrial engineering, environmental economics, or a closely related field.
2. Knowledge of ESG reporting and climate-related disclosure frameworks, including some combination of ASRS, CRFD / AASB S2, GRI, TCFD, ISSB or similar standards, with the ability to contribute to their interpretation and application under guidance.
3. Experience contributing to greenhouse-gas and emissions accounting, including Scope 1, Scope 2 and key Scope 3 categories (e.g. purchased goods and services, supplier emissions, waste, transport), with developing capability in applying transparent, auditable calculation methods.
4. Quantitative skills and experience assisting with the handling, analysis and validation of environmental or operational datasets (for example using Excel, Python, R, or similar tools) to derive indicators, metrics or models relevant to sustainability and ESG performance.
5. Ability to support the documentation of factor provenance, assumptions and evidence trails in a manner suitable for assurance, regulatory review and replication, and to communicate methodological choices clearly to technical and non-technical audiences.
6. Evidence of research capability through publications, reports, theses, or equivalent outputs in areas related to ESG, sustainability, supply chains, environmental analytics or similar fields, commensurate with career stage.
7. Ability to work effectively in multidisciplinary teams and to engage with a range of stakeholders (e.g. industry partners, academics, students) to elicit requirements, discuss findings and reconcile methodological rigour with practical constraints.
8. Strong written and verbal communication skills, with the ability to contribute to clear reports, technical documentation and presentations, and to plan and manage own work within agreed milestones and deadline

### Desirable:

1. Exposure to applied experience in inventory and supply-chain contexts, assisting with the translation of ESG and emissions methodologies into procurement, logistics, or manufacturing practice.
2. Familiarity with impact and SDG frameworks such as the B Impact Assessment or UN SDG Action Manager, with the ability to support mapping of business activities to ESG/SDG outcomes.
3. Involvement in translational research with industry, government, or NGO partners, including contributing to the conversion of regulatory or business requirements into analytical tools, models or decision frameworks.
4. Competence with specialised sustainability tools (e.g., LCA software, emissions-factor databases, BI dashboards) to complement core quantitative skills.
5. Experience providing informal support or guidance to HDR and honours students or research assistants, contributing to a collaborative research culture.
6. Experience contributing to research proposals, project reporting, or regulatory/ESG disclosure documents.

# ORGANISATIONAL CHART

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