

# CURRICULUM VITAE

## 2014

SARAH LOWE

141 WELLS PDE

BLACKMANS BAY, TASMANIA 7052

PH: 03 6229 7501

0400435186

EMAIL: [sarah.lowe@3-s.com.au](mailto:sarah.lowe@3-s.com.au)

[www.3-s.com.au](http://www.3-s.com.au)

ABN: 33 593 909 879

DOB: 25/8/62

## QUALIFICATIONS

### 2014

I upgraded my Global Reporting Initiative qualification to G4 GRI level through ZOOiD May, 2014. Accreditation certificate available on our website [www.3-s.com.au](http://www.3-s.com.au)

Completed a two day “Introduction to Community Based Social Marketing” in Hobart with Doug McKenzie-Mohr

### 2013

I completed the Graduate Certificate in Education for Sustainability through Swinburne University for which. I received a scholarship from DIIRSTE.

Completed Global Reporting Initiative training - ZOOiD March 2012. Accreditation certificate available on our website [www.3-s.com.au](http://www.3-s.com.au)

### 2011

Completed 1 x day course “The Language of Change” to enable utilising ontology as a means of working with cultural change in organisations. This extended my use of deep listening skills and assertive language in my consulting and training roles.

### 2009/2010

Completed the Graduate Certificate of Sustainability (majority online + face to face workshops in Melbourne). Results:

- *Principles of Sustainability - Credit*
- *Eco-Design – High Distinction*
- *Energy for the future - Credit*
- *Implementing Sustainability - Distinction*

Research, assessment and analysis underpin approaches to social, economic and ecosystem sustainability. Application is not limited and I envisage using it strategically in Business Management, Project Management and HR Management, Continuous Improvement and compliance. I have developed and trialled training programs for the facilitation of change in this context for community and corporate groups.

### **2006/07**

Diploma of Training and Assessment TAA50104

Advance Diploma of Business Human Resources BSB60301

Advance Diploma of Business Management BSB60201

Mental Health First Aid – Registered Instructor and Graduate

BSBAUD401A Prepare for a quality audit

BSBAUD402A Participate in a quality audit

### **2005/06**

Diploma AICD Company Directors Course (GAICD/MAICD)

Certificate IV in Training and Assessment TAA40104

Course in Inclusive Practices for the VET Sector 69913

### **2001/04**

Diploma of Business (Frontline Management) BSB51001

Certificate IV in Assessment and Workplace Training BSZ40198

### **1999/2000**

Certificate IV in Business (Administration) BSA40197

Certificate II in Information Technology ICA20199

**1982** – Associate Diploma in Nursery Management – Massey University

## CAREER PORTFOLIO

### 2014 to current

#### “Skilling Tasmania for a Sustainable Future”

I have been project managing the “Skilling Tasmania for a Sustainable Future” research project. This action research and learning project was funded by the Commonwealth Department of Industry and auspiced by Sustainable Living Tasmania. As part of the research, I have been involved in planning and delivering a range of small forums throughout the project and a large (60 attendee’s) state-wide forum. With over 200 stakeholders state-wide the project team; Mike Di Giovanni (TasTAFE) and Dr Caroline Smith (UTas) has collaborated with industry, education, community and government to ascertain the capability needs in Tasmanian industries and sectors for economic, environmental and social sustainability. A SustainAbility Matrix is still under development and is intended as a tool for industry and educators to identify a pathway toward greater sustainability. This matrix utilises four key frameworks:

- Dunphy’s phase model
- Global Reporting Initiative
- Integral theory
- Education for Sustainability principles

Other outcomes of the project include a working partnership with UTas in applying for Regional Centre of Excellence in Sustainable Development status for Tasmania (May 2015).

#### SLiK – Reducing waste in the Coastal and Marine Environment project

This project started in May, 2014, is funded by NRM South and entails developing and implementing community engagement around monitoring and reducing waste ending up in the marine environment. This project will continue to April 2015, culminating in showcasing our findings at the Love Living Locally event in March 2015. Engagement is occurring with Kingborough schools, workplaces such as Tassal, Kingborough Council, coastcare groups,

divers, recreational fishers, dog walkers, kayakers and others wishing to engage and play a role in the project.

### Partnership with Southernstorm

This year I have partnered with Kim Barker from Southernstorm to provide TCCI Hot topic sessions about sustainability strategies and opportunities for business state-wide. Five TCCI member businesses are receiving sustainability assessments and reports currently as part of a project funded by the Dept of Climate Change and supported by the TCCI. Businesses include; Howrah Plumbing, Cricket Tasmania, Frogmore Wines, Baptcare Devonport and the Eye Hospital Launceston. Many strategies for reduction in energy use and costs have been identified and case studies are to be developed to provide the business case for undertaking assessments.

### DPA Australia

Delivering ongoing management training and workshops as required.

## **2012 - 2013**

Trading as a sustainability consultant through 3-s with colleagues Judy Mickleright, Mike Willson and Andrew Watson. Current contracts include:

- Program designer and leader for Bewell4work, creating and piloting a workplace cultural well health change program.
- Energy Champion assessment and upgrades for Sustainable Living Tasmania (Housing department tenants)
- Delivering and assessing Business Management accredited programs for Developing Potential Australia
- Scoping and presenting strategic sustainability to the O Group Senior Management Team
- Coordinating SLiK's Love Living Locally event (7<sup>th</sup> April, 2013) which received funding from NRM South.

- Project managing the SLiK Energy Champion project, funded by the Dept of Climate Change
- My voluntary Board and Committee positions remain the same as 2011

## **2011**

A Sustainability Consultant trading under my own name and contracting through Magnet Consulting PTY LTD. Currently contracted to three Tasmanian businesses, providing energy and sustainability audits, reports (Carbon accounting and GRI based), behavioural change programs and planning support to management and directors. Developed lean business model for own business and working in association with other contractors to provide the optimum in Sustainability practice. Developed website:

[www.andrewwatsonsarahlowe.com](http://www.andrewwatsonsarahlowe.com).

### Voluntary positions

- On the *Tassal* Advisory Committee for GRI planning and reporting as community stakeholder – Sustainability Report launched March 2012
- On the Sustainable Living in Kingborough (SLiK) committee. Currently overseeing a bulk purchase of Solar Hot Water systems to 92 households and about to launch a Photovoltaic bulk purchase. – see [www.slikinfo.org](http://www.slikinfo.org). We have also received funding from the “Earn your stars program” for household reductions in energy use. We will collect energy use data from bulk purchase households and monitor reductions. Promotion of behaviour change strategies for further reduction will also occur.
- Chair of *Hobart Women’s Health Centre* and the *Tasmanian Work, Health and Safety Network* – both focussing on preventative approaches and best practice in maintaining wellness and safety.

### Training and Assessment

- Facilitating a 12 month Capacity building project with (WINSO) Women in Industry Network Seafood Council. This entailed conducting a TNA and audit of the organisation, developing a learning program, delivering

workshops and coaching 1:1 online and by phone across areas such as IT, governance, conflict resolution and strategic planning/mgt.

- Delivering health and safety behavioural change programs and ESR refresher courses for Injury Prevention Management clients. Clients range across varied industry areas including Water and Waste, Aquaculture, Health and Community Services
- Delivering Introductory and policy development workshops on Sustainability to Community Services sector organisations, Oak Tasmania Managers and Injury Prevention Management staff
- Developing learning programs for Cert IV and Diploma of Business units. Delivery and assessment of these with clients from Gunns, Woolworths, Boart Longyear and Aurora
- Developing workshops for Business Mentoring Services Tasmania and delivering them to Small business managers and Business Mentors. Workshops included: Work Health Safety and 2012 legislation, Time Management and Goal-setting, Presentation Skills and Managing Younger Workers

## **2009 - 2010**

A Training Consultant trading under my own name, providing:

- Contract Training and Assessment services
- Facilitation of Strategic/Business Planning
- Delivery of Vocational Education and training PD Workshops state-wide in Tasmania
- Learning and Assessment strategy development and Validation
- Learning program design and review, including development and delivery of online learning
- RTO Internal auditing
- Project Management
- Organisational capacity building & training need analysis
- Training and RTO Brokerage
- Development of Standard operating procedures

A member of the Tasmanian Women's Council, advising the Premier and Cabinet on women's affairs and needs in terms of health, housing, education, aging and parenting.

## **2008 - 2009**

My consultancy work has included the following;

- With Injury Prevention and Management (IPM) I have delivered behavioural change programs in OH&S and reported to all of the new Water Boards in Tasmania as a means of achieving OH&S compliance (plus) and creating a robust OH&S systems in each jurisdiction.
- With State Enterprise Training (SET) RTO I have developed, delivered and assessed an online course for the delivery and assessment of TAA40104 Certificate IV in Training and Assessment for Clinical Educators and Preceptors employed by Ramsay Health Care (RHC) nationally.
- Development of a Health and Safety Representative (HSR) program, one week in length designed to train new HSR in the Commonwealth sector.
- I developed Standard Operating Procedures (SOP) for Tassal PTY LTD for their Bruny Is "Netwash" and "Net slab" operations.
- Designing workplace learning projects and validating Training and Assessment strategies, tools and resources for "Developing Potential Australia (DPA)" RTO currently for the Certificate IV and Diploma of Frontline Management.
- Project Management and facilitation of a Reframing the Future project convened by Carol Spurgeon from Skills Tasmania.

## **2005 to 2008**

Manager of Willson Training Centre, a medium sized Registered Training Organisation known for its innovative delivery and assessment models

## **2003- 2005**



Joined Willson Training Centre as a trainer and Assessor for the delivery of BSZ40198.

**2002 – 2003**

Long service leave – reactivated my landscape design and construction business and travelled in Nepal

**1998 – 2002**

Executive Officer for the Continuing Education and Training Committee for the Huon Inc. This committee was made up of a range of stakeholders across education, industry and government to meet the growing need for post year 10 education in the Huon.

## **1995 – 1998**

Appointed Adult Education Officer in the Huon (employed by Tafe Tasmania), which expanded into a full time position managing Adult Education programs in the Kingborough and Huon areas.

## **1986-1995**

Delivering Garden Design courses through Tafe. Running my own Landscape Design and Construction Business, incorporating Worm farming and primary production.

A young family of 3 saw me simultaneously on committees for childcare centres and community groups in Cygnet.

Involved in landscape design of;

- 7 ha waterfront site (called Burtons reserve at Cygnet) with a team of architects
- Play Centre grounds for the Cygnet Community Childcare Centre
- Streetscape planning for all the main towns in the Huon

## **1982-1985**

Completed my Associate Diploma in Nursery Management at Massey University NZ. Travelled and worked in Europe, England and Australia in a range of roles.

## **1979-1981**

Massey University doing Horticulture

## **Pre -1980**

Wanganui Girls College

Rotorua Intermediate

Wanganui Intermediate

Gonville Primary

## REFEREES:

Donna Evans

Manager Developing Potential Australia

Ph: 0407431532

[donna.evans@developingpotential.com.au](mailto:donna.evans@developingpotential.com.au)

Corey Peterson

Sustainability Manager UTas

Ph: 03 62266203

Email: [Corey.Peterson@utas.edu.au](mailto:Corey.Peterson@utas.edu.au)

Melissa Staples

Community Development Officer Kingborough Council and SLiK

Ph: 03 62118228

[mstaples@kingborough.tas.gov.au](mailto:mstaples@kingborough.tas.gov.au)

Linda Sams

Sustainability Manager (Exec) Tassal PTY LTD

[linda.sams@tassal.com.au](mailto:linda.sams@tassal.com.au)

Chris Jacobs