



## **Job Vacancy – Energy Efficiency Officer**

**Hours:** 15 per week

**salary:** £6500 per annum

### Job description

The Role will involve working towards energy efficiency improvements within the community, in public, private and commercial buildings, via a range of methods including practical solutions, education, and the promotion of renewable energy sources.

### Key Responsibilities

- Visit local businesses, landlords, home owners and tenants as appropriate to monitor energy consumption to discuss, plan and implement required changes
- Provide energy efficiency advice and training
- Implement the wellbeing Orkney referral system
- Promote energy conservation and climate change awareness via the running of workshops, presentations and conservation projects
- Promote energy conservation schemes such as energy efficient housing grants
- Liaise with contractors, local organisations, council services and voluntary/community groups
- Collect and analyse energy consumption details from businesses, homeowners and tenants before and after implementing any changes or attendance of education/workshops
- Maintain accurate records and complete a monthly report on activity
- Attend relevant training courses when necessary
- Prepare and distribute publicity materials
- Keep up to date with changes in legislation and initiatives

### Key requirements

No qualifications required, however a good level of education desirable.

Candidates should possess confidence, initiative, good general IT and organisational skills. Communication skills are important, and candidates should be able to demonstrate a genuine interest and understanding of the energy market including renewable energy sources and legislation.

Candidates will need to be flexible with their time to fit in with the relevant needs of the community members they will be working with.

Own transport is essential

**Please Apply in writing to Stronsay Development Trust, unit 1, Woods Yard, Stronsay, KW17 2AR by 9<sup>th</sup> April**

