

Just Transition Community Energy Officer – Job Description

Energy Communities Tipperary Cooperative (ECTC) invites applications from suitable candidates for an 8-month flexible part time role as a community energy officer within the Moycarkey-Two Mile Borris-Littleton Community and Ballingarry communities.

Project Background

Energy Communities Tipperary Cooperative CLG (ECTC) is a not-for-profit company, whose vision is to mobilise communities in Tipperary and surrounding areas, to create local employment and community benefit through reducing their carbon footprint and generating community-owned energy.

ECTC's directors are drawn from a network of voluntary community groups including 14 participating communities. Since 2014, members of the group have overseen a number of successful projects under SEAI's Better Energy Communities Scheme, Sustainable Energy Communities Scheme and Deep Retrofit Scheme. ECTC won the SEAI Best Community at the 2017 SEAI Energy Awards. ECTC is also a founder member of CommunityPower.ie Ireland's first community-owned energy utility company. More details on ECTC can be found on our website www.EnergyCommunitiesTipp.ie.

In July 2021, ECTC secured funding from the Just Transition Fund from the Department of Environment, Climate and Communications for retrofitting houses in the Moycarkey-Two Mile Borris-Littleton Community and Ballingarry communities over a 3-year period.

Littleton Development Association, and Ballingarry Community Development are partners organisations with ECTC on this project. Moycarkey-Two Mile Borris-Littleton Community and Ballingarry are also both member communities with ECTC.

This project is split into two phases.

Phase 1 is the animation, surveying and recruiting of homes within these communities.

Phase 2 will receive funding if Phase 1 is successful, and homeowners have signed up for energy upgrade measures on their homes under the Just Transition project between April 2022 and December 2023.

As part of phase 1 the Moycarkey-Two Mile Borris-Littleton Community and Ballingarry Communities wish to have a local community energy officer as the face of the Just Transition Scheme on the ground in each of their respective communities.

In parallel with the Just Transition scheme, Littleton Development Association and Ballingarry Development Association are also carrying out an Energy Masterplan under the Sustainable Energy Communities in conjunction with SEAI funding, there will be some overlapping of the two projects over the 8-month period.

JOB DESCRIPTION The Candidate will work to achieve the following goals on behalf of the ECTC and Moycarkey-Borris and Ballingarry Communities:

Build local interest in the project.

- Assist the ECTC team in recruiting homeowners to participate in the Just Transition phase 1 scheme.
- Assisting with organising local events to give visibility to the Just Transition project, information evening, promotions etc.
- Attend specific training on retrofitting a house:
<https://www.fetchcourses.ie/course/finder?sfcw-courseId=322291>
- Work with ECTC's team and be guided on best practices for retrofitting.
- Assist with marketing and advertising campaigns including promotional presentations.
- Discuss and help homeowners to complete the home energy surveys.
- Attend one to one energy clinics engaging with homeowners to encourage uptake in home energy upgrades.
- Maintain the JTF register of interest list client database, with due regard to GDPR requirements.
- Promote energy saving and home retrofitting under ECTC and the JTF.
- Compile the energy surveys developed by ECTC to establish the energy baseline of the community.
- Activate local groups base for potential customers throughout the community.

Sustainable Energy Community – Energy Master Plan

- Link with local schools and sector organisations such as GAA Clubs and Local Link to encourage uptake of the energy masterplan for the community under Sustainable Energy Communities remit.
- Shadow and assist retrofit coordinator on the energy projects in progress to understand this aspect of ECTC's core work and develop a detailed awareness of the services provided by ECTC.

- Assisting the lead on the SEC – EMP to identify local energy-related projects.
- Referring suitable community facilities and households to the Retrofit Coordinator for potential Grant funding projects through SEAI.

OTHER DUTIES

- Provide regular written updates to the Local JTF subcommittee and Retrofit coordinator on project progress. These should be supplied in person at the regular JTF meetings. Other interim reports may be requested from time-to-time.
- Ensuring effective communications, with a high quality of marketing materials, in keeping with the ECTC ethos and branding, and mindful of the local marketing knowledge and needs of local member Communities.
- To adhere to the ECTC conflict of interest policy, and keep the board informed of other commitments or engagements that might entail the same.

CANDIDATE REQUIREMENTS

The ideal candidate will have the following characteristics:

- Experience in dealing with local communities, rural voluntary groups and community energy.
- An understanding and appreciation of the Energy Transition and issues of Energy Democracy.
- Highly motivated and a self-starter.
- We especially welcome former employees and subcontractors of Bord Na Mona.
- Ability to travel with own car and a full clean driver's license.
- Proficient in computer operations/software management skills.
- Knowledge of marketing/promotion experience on social media platforms.

HOW TO APPLY

Application to be submitted as follows:

1. CV of Applicant including details of relevant qualifications, skills, experience, and two referees.
2. One page cover and motivation letter.
3. **Applications to be sent by email with subject marked "ECTC JTF ENERGY OFFICER" to tenders@energycommunitiestipp.ie, by Friday July 31st, 2021.**
4. Short-listing will apply. Candidates must be available for an interview on August 5th, 2021, in person.
5. The salary of this position is €14,000 for this 8 month period.
6. This is a part time contract until March 2022, Flexible 24 hours per week. Place of Work: Moycarkey Borris Community & Sports Centre for Moycarkey-Two Mile Borris-Littleton job and the offices of Ballingarry Community Development for Ballingarry job, Tipperary.