



## **River Ivel Community Energy (RICE) working with Greensand Community Energy and Buzz Community Energy**

*Powering Our Future, Together.*

### **The Opportunity**

Are you interested in renewable energy, lowering energy costs and supporting local projects that make a difference? Community energy (CE) is a growing movement which allows local people to take back control of how their energy is generated and used. You can learn more here: [What is Community Energy?](#)

We are looking for an experienced project manager who excels in supporting small teams to achieve big outcomes.

As a Project Manager you will play a leading role in supporting 3 CE groups, [River Ivel Community Energy](#) (RICE), [Buzz Community Energy](#), and [Greensand Community Energy](#), to deliver locally owned renewable energy projects. Working with a small team of staff and volunteers, you will provide professional support to enable our 3 community benefit societies to grow, develop organisational capability, and further benefit our local communities.

### **The role**

As a Project Manager, you will be responsible for:

- Leading on the development, delivery and management of one or more renewable energy generation projects (likely rooftop solar), as decided by the team of directors from the 3 groups with your support.
- Working closely with a small team of staff and volunteers to support the delivery of projects and assist with the tasks required to run our organisations such as bookkeeping, accounting and general administration.
- Supporting the planning of local events and development of engagement programmes.
- Collaborating with key stakeholders such as the Local Authority, academia and the commercial sector to secure project outcomes.

**Location** – this is a remote working role with the support of the directors and regular online meetings. You may occasionally be asked to travel to in person events or training. Reasonable travel expenses will be paid.

**Contract** – This is a self employed contract role, initially for 12 months, with possibility of extension. Your contract will be with River Ivel Community Energy but you will be performing tasks for all 3 groups (RICE, Greensand and Buzz).

**Start date** - As soon as possible.





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### **About River Ivel Community Energy, Buzz and Greensand**

Our 3 groups were set up in the last 2 years to cover Central Bedfordshire. RICE covers eastern Central Beds, with Buzz covering the east, and Greensand the middle. We aim to increase local sustainability, largely through renewable energy and energy efficiency projects. Our mission is to enable and empower the local area to play a key role in the net zero transition.

### **Person Specification**

#### **Essential:**

- Willingness to learn
- Ability to work independently and manage your own workload to tight deadlines
- Excellent organisational skills
- High IT literacy
- A commitment to equity, diversity and inclusion

#### **Desirable skills and experience:**

- Financial management and accountancy
- Knowledge of renewable energy technologies
- Knowledge of the community energy sector
- Ability to communicate with a range of stakeholders
- Experience of overseeing contractors / suppliers
- Experience in supporting the development of community led renewable energy generation projects
- Experience in managing people including volunteers
- Experience of organising public events
- Experience of writing articles for local media
- Experience of giving presentations
- Good social media skills
- Good knowledge local connections in Central Bedfordshire





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We are recruiting 3 roles and, where possible, would like to support successful candidates to develop the roles around their skills and interests. Community energy specific training will be provided where necessary.

**Application:**

To apply or for any questions - please email [ro@riverivelcommunityenergy.com](mailto:ro@riverivelcommunityenergy.com) including a CV, link to LinkedIn profile or a personal statement.

**Interview date and location:**

1st full week in August. If you are unable to attend an interview that week, please let us know with your application and we will do our best to accommodate your availability.

Online via Google Meet. Please let us know at application if another meeting method would be more accessible for you.

**Equal Opportunities**

We are actively encouraging people of all backgrounds, ages, races, religions, belief systems, sexual orientations and gender identities to apply for this role. We particularly welcome applications from backgrounds that have traditionally been under-represented in the CE sector.

In line with the Disability Confident scheme, we are committed to offering an interview to all disabled applicants who meet the minimum criteria for the role. Please let us know if you have a disability (as defined under the Equality Act, 2010) that you would like to declare. Please also let us know if there are any reasonable adjustments that we can make to ensure that the application process is as accessible to you as possible. under-represented groups.





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**Funding for this role**

Thanks to National Lottery players, Community Energy Pathways has been awarded £1.5M from The National Lottery Community Fund, the largest community funder in the UK, to deliver its Community Energy People project over 3 years. The Community Energy People project will enable 11 community energy groups across 11 counties to employ people for the first time, recruit more volunteers and deliver more projects, and faster. The new workforce will represent our diverse community. Community Energy Pathways will provide training and mentoring to those groups, as well as governance, HR and marketing support.

