

Community Energy Officer Job Description

This placement will be hosted by North Tipperary LEADER Partnership, and be based primarily in the Energy Office in Drombane village.

The Candidate will support Drombane/Upperchurch Energy Team on all aspects of the Energy Project, and work closely with the Energy Team contact person, and the designated staff member of North Tipperary LEADER Partnership (host organisation for the placement). Work related travel costs will be covered.

Primary Tasks

- Participate in any training that may be useful for the Community Energy Officer
- Cluster initial group of 30 householders qualifying for schemes Better Energy grants: Cluster householders qualifying under Warmer Home Scheme. Visit interested households, facilitate BER assessment and record queries
- Communicate clearly with members of the public - give regular updates on progress/new developments (eg. social media/community newsletter/use of case studies/flyers on grants, and finance).
- Log all general queries received in a centralised electronic database. Ensure personal data and information is kept confidential at all times.
- Identify funding schemes which may be relevant to the project
- Assist householders to apply for SEAI grants and fuel allowances.
- Produce group tender – negotiate with contractors on the best price (Tipperary Energy Agency will provide support)

Secondary Tasks

- Compile database of accessible Case Studies: for use by members of the public
- Work co-operatively with other partners on the project: NTLP., LIT Tipperary, West Limerick Resources, and facilitate links with other community groups working on similar initiatives (E.g. Ballynagran/Callan)
- Use online sources (e.g. Google maps) to map householders (import GPS data onto Google maps).
- Carry out any other tasks required by the Village Group.

The ideal candidate will:

- Demonstrate an appreciation for community action in a rural area.
- Be a self starter who can execute project to completion;
- have good communication skills.
- demonstrate an understanding of energy in Ireland and applying for state funding.
- have strong computer skills with a particular emphasis on MS excel, word, Facebook, email.
- Understanding of home energy issues an advantage.

Background

Drombane is a small rural community near Thurles, in North Tipperary with a population of 1200 people. Since early 2010, a number of community planning discussions were held and facilitated by the North Tipperary Leadership Programme. With advice from Tipperary Energy Agency, the group decided to focus on energy conservation and efficiency. In 2011 the Drombane/Upperchurch Energy Project was established. Setting up the energy office and taking on a Community Energy Officer will play a key role in achieving the recommendations of the survey report.

Anyone on Team"



facebook can look us up under "Drombane/Upperchurch Energy

The report is available for download at www.upperchurch.ie and www.ntlp.ie.