

Helston Community Energy Project

Community Outreach Support Contractor: Person Specification/Advert

Role: Community Outreach Support Contractor – field based.

Start Date: Anticipated to be in July 2022 (*see below)

Temporary Contract: 44 days work between start date and 31 October 2022.

Value: Professional fee of £6,300 (exclusive of VAT) plus expenses and other costs up to a maximum of £2,450 (exc. VAT).

Helston Town Council (HTC) is seeking a Community Outreach Support Contractor (COSC) to assist with community outreach work in relation to technical assessment of two renewable energy PV land array and energy storage sites close to Helston.

The Council has been successful in securing grants from the Rural Community Energy Fund (RCEF) to cover the cost of both the technical feasibility and community outreach work. Following a formal tendering process a consultant team led by Atlantic Energy has been commissioned to carry out the technical feasibility work, which is due to start in May 2022.

****Appointment of the community outreach contract will be conditional upon positive indicators of viability following the initial technical feasibility of each site. It is anticipated that HTC will be able to confirm the contract in July 2022.***

The role is field based and involves carrying out community engagement activities in Helston and surrounding parishes in its rural hinterland, including the Lizard peninsula. Local knowledge will be an advantage in this post and candidates will need access to a laptop and phone.

Roles and responsibilities:

Report to HTC's Projects Officer. Support the Helston Community Energy Project team with community outreach activities in line with the proposals in the RCEF applications.

Responsible for the delivery of the project community engagement plan:

- Organise and deliver a community launch event for the project
- Engage with residents, business owners and community groups in and around Helston and the surrounding parishes.
- Promote the project through HTC and HCAG social media channels
- Respond to community questions about the project
- Collate feedback from residents, business owners and community groups
- Provide information for project reporting

Essential skills, knowledge and experience:

- Knowledge of solar PV background information
- Interest in community energy and local energy markets
- Excellent communication skills (varying approaches to different audiences)
- Good at building and maintaining relationships
- Good computer skills (experience with MS word, MS excel and email)
- Self-motivated, able to work on own and as part of a team
- Well organised and good at record keeping
- Experience of organising events
- Experience in using social media (i.e. Twitter, Facebook and Instagram)
- Good at producing promotional materials

Desirable skills:

- Local knowledge of Helston and the surrounding communities

This project constitutes a first step towards reducing local reliance on fossil fuels, increasing public awareness of energy issues, supporting members of the community in fuel poverty and stimulating a low carbon local economy.

To apply for the role please send your CV and a covering letter to townclerk@helston-tc.gov.uk by 09:00am on Monday 30th May 2022.

Interviews will take place on Wednesday 8th June 2022 in the Guildhall.

Further Background Information:

In March 2019, Helston Town Council (HTC) declared a climate emergency and facilitated the formation of the Helston Climate Action Group (HCAG). HCAG comprises members of HTC and members of the local community. HTC is now working in partnership with HCAG on a number of projects contained in the Helston Climate Action Plan published in September 2019.

In September 2019 the Town Council adopted the Helston Climate Action Plan¹ which includes: -

- Aiming to reach Carbon Neutral by 2030
- Restoring local nature
- Promoting local resilience
- Supporting local food production

¹ <http://www.helston-tc.gov.uk/VirDir/CoreContents/News/Display.aspx?id=23718>

- Developing local renewable projects such as wind, PV and coppice wood
- Promoting local community energy projects

A key element of HTC's aims in this Plan is to reduce the carbon footprint of local communities by increasing renewable energy generation locally and to use the surplus funds from local ownership of energy generation for the benefit of the local community.

To ensure the success of the feasibility studies and further progress with the project it is considered vital to undertake a complementary community outreach programme in parallel with the technical elements. This will include the following elements:

- *Community Engagement*
- *Community Benefits assessment*
- *Liaison for final report*
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The proposed Community Outreach Support Contractor will work under the management of the Council's Projects Officer, and in liaison with Atlantic Energy and specialist sub-consultants.

Further details of the anticipated Community Outreach Programme can be provided on request by contacting the HTC Projects Officer. Tel: 01326 761560 or E: regeneration@helston-tc.gov.uk.