

## **Bath & West Community Energy (BWCE) Freelance Retrofit Associates**

### **BWCE Home Energy Service: Trusted, independent support for home energy efficiency:**

As a not-for-profit community business, BWCE tackles the climate crisis through “local power for local people”. We have been involved in installing around 40% of the renewable energy capacity in Bath & North East Somerset (B&NES) through a democratic community ownership model, and our excess revenues have provided over £380,000 to our independent community fund to make grants to local environmental projects.

**The Home Energy Service:** We are now addressing the other side of the energy coin: reducing energy demand in homes, both to tackle the climate crisis, and to help people enjoy warmer, more comfortable homes with lower bills.

Our vision is to provide a comprehensive range of paid-for services to support residents throughout their home energy journey. Once we have scaled this up sufficiently, we aim to use excess revenues from the paid-for assessments to support people at risk of fuel poverty, to support a fair transition to a low carbon society.

Our initial service is energy assessments to advise people at the start of their energy efficiency journey. We have been piloting Futureproof surveys; visiting homeowners, surveying their homes and using a robust methodology to provide comprehensive energy efficiency options reports. We are also developing other assessment methods to serve a wider range of homeowner needs. We have a good level of demand for our assessments and are preparing for a full service launch in Autumn 2024.

**Freelance Associates:** Our Associates will enable us to scale up our service. We will appoint a small cohort of skilled building professionals with strong people skills who are committed to delivering an excellent customer experience. Associates will have the freedom of a freelancer to choose when to work, combined with the experience of being part of the BWCE team, working collaboratively with peers and inputting into the development of our new service. If demand for our services is strong enough, and with mutual agreement, we would look to move Associates into salaried roles.

**Role:** Deliver paid Retrofit Assessments and home energy advice in B&NES

**Hours:** There is the potential for 1-3 days work a week. Demand may be highest in autumn and winter. We will work collaboratively to schedule assessments at mutually suitable times for Associates and homeowners.

**Pay:** Associates will be paid a fixed sum for each retrofit assessment, depending on the type of survey. We will compensate travel time and mileage.

**Training:** We will provide free training in our assessment methodology and can pay Associates for training time and professional development as mutually agreed.

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**Team:** We will compensate Associates for semi-regular team meetings and activities. Associates will be very much a part of the BWCE team, able to work in our central Bath office if desired, to discuss cases and shadow experienced assessors.

**Qualifications:** Our Associates will be experienced built environment professionals, with PAS 2035 Retrofit Assessor or Retrofit Coordinator qualifications, or other qualifications or experience in building design, building engineering, energy assessment, building trades or construction.

**Other requirements:**

- Strong inter-personal skills and who can provide an excellent customer experience,
- Excellent time-management skills to deliver timely assessment reports,
- Numeracy to work with the assessment software and
- Good written communication skills to write clear, accurate reports.

We are looking for Associates based in B&NES or the near surrounding areas since this work will be in-person home assessments for B&NES residents. A driving licence is useful but not essential.

**To Apply:** Please send your CV, a link to your LinkedIn profile if you have one, and a short cover letter with your reasons for being interested in working with us to Sara Grimes: [sara.grimes@bwce.coop](mailto:sara.grimes@bwce.coop).

**Application Deadline:** Please submit your CV and cover letter by the end of **Wednesday 17<sup>th</sup> April**. We will notify you if you are successful and schedule informal interviews shortly after. Associates will be appointed by late April / early May.