



Repowering London – Communications Officer

Role outline:

Contract: Part-time, PAYE 2-year fixed term contract. 2.5 days/week – exact working hours negotiable, e.g. around caring responsibilities or other commitments. Probation period of 3 months.

Salary: £28,000 pro-rata

Location: Flexible – Working from home possibilities with some meetings held at Repowering London's office in Brixton. Support will be provided for remote/home working if you need it.

Application process: CV and cover letter and interview.

Closing date: 8 August 2021

Contact for questions: dave.fuller@repowering.org.uk

About the role

This is an exciting opportunity for a person with experience in communications to support the development of Community Energy projects across London, tackling climate change and supporting a move towards a more inclusive and sustainable future.

As Communications Officer, you will develop the methods and language that Repowering London uses to interact with a wide number of stakeholders including the GLA, Councils, funding organisations and the wider public.

We are looking for someone with the ability to create strong narratives and who is committed to creating positive change, building stronger communities and tackling the climate emergency.

About Repowering London

Repowering London, a social enterprise, is London's most established Community Energy group, having established the first and largest Community Energy projects on social housing in the UK. Repowering have developed an award-winning model which has allowed us to develop local energy co-ops in the City of London and the London Boroughs of Hackney, Lambeth, and the Royal Borough of Kensington and Chelsea.

Our consensus driven, participatory approach allows us to support individuals, community groups and Local Authorities to save money, reduce energy usage and support wider decarbonisation efforts.

Person specification

The right candidate will have a passion for building stronger communities and tackling climate change. You will be comfortable joining a collaborative team, and working in a dynamic environment across a range of subjects. You will bring your experience in creating specific messaging for different

groups to build a narrative that ties Repowering's broad range of work together, to support the organisation to reach a wider audience.

We are open to applicants with a range of skills and backgrounds, but for this role, we will be looking for and assessing candidates on the following:

- Strong copy writing and storytelling skills
- Ability to prioritise tasks, work to deadlines and improvise solutions when needed
- Interest in community engagement and renewable energy
- Enthusiasm for supporting participatory projects
- Basic knowledge of WordPress for writing blogs and updating websites
- Experience using a CRM platform
- The ability to collect information for multiple internal sources and develop audience suitable reports

The following are not essential for the role but would be good to have:

- Adobe InDesign knowledge
- Social media account management experience
- Community organising experience

Your role as our Communications Officer

As our Communications Officer, you will be designing and implementing Repowering's communications strategy. This will include updating our brand guidelines, creating pitch decks, writing newsletters and blogs, and updating our website. You will have support from the Repowering team to create content and will use your skills to build a narrative to tell the story of Repowering to the outside world, as well as access to external designers to create visually appealing materials. Your goal will be to build Repowering's audience across a wide range of stakeholders, from Governmental bodies to individual residents in the areas that we work. Your insights will feed into Repowering's wider delivery strategy, allowing the organisation to grow and increase our impact. You will be working closely with Repowering's CEO and Rooftop Programme Manager, and will interact with all of the team on a regular basis.

Your role and responsibilities will include:

- Writing the bi-monthly newsletter
- Developing blogs with Repowering team members
- Developing outreach materials including flyers, slides and reports
- Overview of social media accounts
- Managing communications volunteers where relevant
- Building Repowering's communications reach and audience
- Managing Repowering's CRM

Within the first six months as our Communications Officer, you will have:

- Reviewed and updated Repowering's website, including updating SEO tags
- Worked with colleagues to create a small number of blogs promoting our community centred approach and social impact
- Developed user journeys to increase engagement from new investors and mailing list subscribers

- Supported the development of Repowering's corporate fundraising /CSR pitch deck, working with the CEO and Programme Manager,

How to apply

Please send your CV and a cover letter via email to info@repowering.org.uk by midnight on the 8th of August, 2021.

We will hold interviews during the third week of August w/c 16th August .

We will reply to all applicants to the role.

Repowering London is committed to providing equal opportunities for all applicants regardless of their background. We value diversity whilst recognising that accessing employment has different challenges for different people. We encourage applications from Black, Asian and minority ethnic people; people who identify as having a disability; people from the LGBT+ community; and people who identify as working class (or have done in the past). If you would like to have an informal chat before applying, please get in touch – we would be very happy to talk to you.

Repowering London's Communication Officer role is funded by the National Lottery's Climate Action Fund

