

Newham Communities Project Officer

Role outline: Supporting the development of Newham's community energy co-operative, and coordinating and delivering community engagement.

Contract: Full-time role, with probation period of 3 months.

Salary: £28,300 – £33,300

Location: A mixture of working from Newham venues, with regular meetings and events across the borough, and working from home. There will be some regular meetings 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. If this is a barrier to applying, please get in touch to discuss alternative options.

Closing date: 24th June (23:59)

Contact for questions: ruth.chiat@repowering.org.uk

About the Role

This is an exciting opportunity for someone with interest and experience in community organising, climate justice, and/or tackling fuel poverty. You will be delivering community engagement projects in London, and supporting Londoners from disadvantaged backgrounds to participate in and benefit from the energy transition. This role involves a mixture of administration/coordination and delivery on the ground, so there will be a lot of variety for the right person.

Reporting to a Communities Project Manager, you will work collaboratively with Repowering London and Community Energy Newham (CEN) teams to coordinate and deliver creative and meaningful engagement activities. In practice this means you will be responsible for:

- Coordinating and delivering community engagement and energy affordability in Newham, working with our co-operative members, directors and volunteers
 - Engagement for community share offers, to fundraise for solar panels installations
 - Activities to grow the number of CEN volunteers, members, and directors, and to mentor and support new and existing volunteers and directors
 - Building and delivering outreach to promote our retrofit, heat, and local electricity supply offers to residents
 - Giving energy advice in community settings
 - Working with the Repowering London and CEN teams to support the delivery of co-design processes to develop CEN and our offer to the community.
- Co-op, team, and event administration, including promotion and communications, planning and organising venues, activities and materials, and keeping records
- Participating in monitoring and evaluation of our community engagement activities, to report to funders.
- Maintaining and building strong relationships with local partners, organisations and volunteers
- Representing Repowering London and our co-operatives at local events

Our team works in a flexible and hybrid way, with most members of the team working from community venues and either from home or the Repowering London offices in Brixton at least 2-3 days a week. Evening and weekend work will be required for community events.

About Repowering London

Repowering London is an award-winning social enterprise developing clean energy for urban communities. A community development organisation, we enable local communities to plan, fund, build and benefit from clean energy and energy efficiency projects across buildings. We help people see how they can make a real difference.

We are UK's most experienced urban community energy innovator with a successful track record of working in partnership with major London councils and national funders for the last ten years.

Our local ownership model for clean energy is scalable and strengthens communities by delivering clean energy hand in hand with a range of long-term local services and benefits – from skills training to lower energy bills and generating funds for local investment.

Our vision is for every town and city in the UK to benefit from locally owned clean energy solutions. We believe that urban buildings can be transformed into intelligent, efficient, clean power hubs, providing substantial economic, social and environmental benefits. Energy security can become the norm, and inequality and fuel poverty a thing of the past.

As a place to work, Repowering London has a strong culture of personal respect and integrity. We have a talented and diverse team, and we have all made the choice to be part of positive solutions to the collective challenges we face. We aim to create a supportive and empowering working environment, with high levels of collaboration, team support, and personal and professional development.

Person Specification

For this role, we will be looking for and assessing candidates on the following:

- Experience of community organising, community engagement, and organising event logistics, in either paid or voluntary contexts
- Strong written and oral communication skills, and experience of or willingness to learn facilitation skills
- Strong interpersonal skills, and an ability to build relationships in diverse communities
- Strong organisational skills, and an ability to follow established processes to support project management and monitoring and evaluation of activities
- Is empathetic, outgoing, and open-minded
- Appetite for working in a small, dynamic team
- Ability to work flexibly, to attend community events evenings and weekends
- Ability to work in person in Newham on a regular basis (with specific arrangements to be agreed together)
- Familiarity with Microsoft tools or similar, and familiarity with or **willingness and ability to learn** other digital collaboration tools and social media platforms

- We will require an enhanced DBS check

The following are not essential for this role, but would be useful:

- Living in, or have strong existing connections to, the London Borough of Newham
- Experience working or volunteering in the non-profit or social enterprise sectors
- Experience of delivering participatory projects and programmes
- Understanding of fuel poverty and/or the energy sector
- Lived experience or a good understanding of energy system failures and/or socioeconomic inequality

Repowering London's Employee Value Proposition

At Repowering London we want everyone to feel valued and to have the opportunity to develop skills and experience. We offer a supportive and flexible working environment, and work-based training to support you in your role.

Skills development is not just limited to your role at Repowering London, and as an organisation we want to support employees to pursue opportunities outside of work which will broaden skills and networks.

Our team is diverse, and we recognise that everyone has responsibilities and interests outside of work, whether it is caring for family, studying, volunteering or taking time out. Repowering London want to ensure that employees have time to spend on the things that are important to them. Our Flexi Time Policy and Volunteering Policy provide scope for ad hoc, short-term arrangements, and our Unpaid Leave Policy provides an option for those who need to take time away from work for an extended period. We operate a Time Off in Lieu policy for any evening or weekend work.

How to apply

Please send your CV and a cover letter outlining how you meet the person specification above via email, to info@repowering.org.uk, by 23.59 on 24th June 2025. If this process is a barrier to applying, please get in touch to discuss alternative options. We will acknowledge all applications for the role.

We will hold interviews for shortlisted candidates from the week of 30th June 2025.

We reserve the right to end the recruitment process early.

Repowering London is committed to providing equal opportunities for all applicants regardless of their background. We value diversity and recognise that accessing employment has different challenges for different people. We also know that some voices and perspectives are particularly underrepresented in the environment and energy sectors. 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.