**Edinburgh World Heritage**

**Energy Efficiency (retrofit) Specialist**

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| **Reports to** | Climate Change Manager |
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| **Salary** | £28,840-£30,900 |
| **Contract** | Full time for a fixed term to 31st March 2025 (0.8FTE may be considered) |
| **Annual leave**  **Others** | 25 days plus 10 Public Holidays or [pro rata]  Flexible, hybrid working  Office located in Edinburgh’s Old Town  8% employer pension contribution |

**About us**

Edinburgh World Heritage (EWH) is an independent charity with the aim of ensuring the city’s World Heritage status is a dynamic force that benefits everyone. Our mission is to connect people to their heritage in everything we do – whether through the conservation of historic buildings, delivering improvements to the public realm, developing our new climate emergency programme or engaging people directly with the rich heritage of their city. EWH has recently adopted an ambitious climate emergency strategy in June 2020 that aims to address the challenges posed by climate change to the World Heritage Site and its communities.

**About the role**

This is an exceptional opportunity to play a key role in the city’s conservation in fresh ways - developing sensitive and practical solutions to support the transition of historic buildings located in the Old and New Towns of Edinburgh World Heritage Site (WHS) towards net-zero carbon.

We are looking for an enthusiastic **Energy Efficiency (retrofit) Specialist** to deliver innovative energy efficiency projects, carry out targeted research and produce guidance aiming to reduce carbon emissions of historic buildings - while preserving their historical and architectural significance. Key themes comprise energy improvements to the building fabric, low carbon heating systems and combination of both. Projects will include feasibility studies and construction projects of various scales, from energy improvements to single building elements (e.g., windows) up to whole house retrofit projects. Targeted research will aim to collate learnings and solutions from existing literature or cases studies that could be implemented in the WHS through pilot projects and would form part of our published guidance. Proactively engaging with local communities and local stakeholders to deliver projects or disseminate best practice will also be a critical part of the role.

Applicants would ideally have 2 or 3-year experience in construction projects involving energy efficiency retrofit and a keen interest in historic buildings. This position will offer the rare opportunity to develop thorough and practical skills in historic building retrofit in a stimulating working environment and prominent historic city. Support will be provided to the postholder to develop their expertise.

**Main responsibilities:**

1. Management of Energy Efficiency projects

* Plan, secure and manage energy efficiency projects from inception to closedown
* Set up and manage project tools to monitor progress against programme, quality, and project budget
* Coordinate construction professionals (including design teams), local communities, project partners and local stakeholders
* Provide technical inputs throughout the delivery of projects to maximise outcomes, performance, and quality
* Oversee cost and resourcing planning
* Define and oversee framework for community consultations and engagement
* Manage light-touch tender process when commissioning services or works, or assist project partners where relevant
* Manage risks and issues and internal/external reporting
* Work with colleagues from EWH’s Conservation Funding Programme and World Heritage Projects to develop joint projects as part of EWH’s new neighbourhood-focused approach

1. Defining best practice and sharing knowledge

* Carry out targeted research and collate learning and solutions from existing technical literature on energy efficiency retrofit or cases studies that could be implemented in the WHS
* With Climate Change Manager, establish replicable energy efficiency retrofit strategies and identify gaps in knowledge
* Produce guidance on best practice and share learnings with local communities, construction professionals and local stakeholders via public events or written guidance
* Coordination with EWH’s communication team to promote the work delivered as part of the Climate Emergency programme

1. Support the delivery of the Climate Emergency programme

* With Climate Change Manager, develop a pipeline of energy efficiency projects
* Research and maintain a strong understanding of best practice, policy change and trend in relation to energy efficiency and net-zero targets
* Occasionally, carry out small scale climate change adaptation projects focusing on historic buildings

**Person Specification**

|  | **Essential** | **Desirable** |
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| **Qualifications/Training** | Degree, or equivalent experience in architecture, building conservation, engineering, building surveying, or relevant discipline | Postgraduate qualification in a relevant discipline |
| **Experience** | Some experience working on construction projects involving energy efficiency retrofit and/or historic building conservation. | 2-3 years’ experience in construction projects involving energy efficiency retrofit as a designer, engineer, building surveyor or project manager |
|  | Experience of working on projects involving domestic and/or historic buildings |
| Experience working with a range of stakeholders | Demonstrable experience of planning and managing small scale projects or programmes |
| **Skills & Knowledge** | Understanding of general construction techniques, maintenance, and construction sector | Understanding of traditional building (pre-1919) construction techniques and historic built environment in general |
| Understanding of energy efficiency key concepts (U values, operational/embodied carbon), approaches (fabric first & whole house approaches), and materials | Knowledge of energy efficiency investigation and modelling tools (thermal imaging, dynamic simulation modelling, etc.)  Knowledge of energy efficiency retrofit standards/policies |
| Ability to research, analyse and summarise technical guidance/data |  |
| Ability to take a lead project role, achieving delivery of work with minimal supervision |  |
| Excellent organisational skills and an ability to prioritise tasks, meet deadlines and manage own workload effectively |  |
| Attention to detail and accuracy | Committed to delivering high quality outputs |
| Good written and verbal communication skills |  |
| Diplomatic in managing the competing demands of stakeholders, community groups and owners | Flexible, innovative, with an energetic attitude and a desire for continuous improvement |
| Team player |  |
| **Other** | Passionate about our work and committed to our vision, mission, and values | Keen interest in historic buildings |