

WEST LOTHIAN CLIMATE ACTION NETWORK HUB

Part time Development Worker x 2

SALARY	£35,000 including pension contribution (Pro Rata).
FIXED TERM	Until 31st March 2024, with scope to continue to 31st March 2026 subject to final budgetary approval by the Scottish Government.
HOURS OF WORK	18 hours per week flexible working with evening / weekend work.
ANNUAL LEAVE	25 days paid leave plus 10 Public Holidays (Pro Rata).
PENSION	Contributory Pension Scheme.
ADDITIONAL REQUIREMENTS	The post holder will be subject to a Disclosure Scotland check. The post holder will have a full clean driving licence.
LOCATION	West Lothian Council Area: located in member organisation offices, such as the Community Development Trust in Fauldhouse and Breich Valley, and the Voluntary Sector Gateway office in Bathgate. Also flexible hot desk in community locations and Home working.
RESPONSIBLE TO	The post holder's employer is the Board of Directors of WLCAN HUB The post holder will report to the WLCAN HUB Senior Development Worker.

BACKGROUND

West Lothian Climate Action Network Hub (WLCAN Hub) is fully funded by the Scottish Government and part of the National Hub initiative put in place to support communities to come together and engage collectively on climate action, supporting the transition to low carbon and climate resilient living and driving wider behaviour change.

In West Lothian, our vision is to support and empower communities to develop local solutions to make the transition to net zero and climate resilient living possible through collaboration and capacity building in communities throughout the area.

JOB PURPOSE

The aim of the Development Worker is to contribute to the delivery of the WLCAN Hub, build connection and understanding across community groups and create structures to enable the

adoption of more strategic and collaborative approaches to the climate emergency across and between community groups, public and third sector partners. The Development Worker will be as inclusive as possible to ensure that no communities or groups are excluded from the support available from the Hub and will contribute in the recruitment, training and support of volunteers.

MAIN DUTIES AND RESPONSIBILITIES

- Connect community organisations and conduct a mapping exercise to understand the issues and barriers encountered and levels of climate crisis awareness
- Research and prepare guides on examples of best practice for community led climate action projects
- Assist groups throughout on design, development and delivery of projects by
- offering advice on and support for WLCAN Hub Eco Development Fund applications
- Empower, encourage and support members and communities across the region to contribute to policy at both at local nation level on climate change, environmental and social issues
- Help build capacity within communities through the delivery of training, events, peer to peer learning, networking, and training events
- Recruitment and support of volunteers
- Widen participation by engaging new communities and strengthening existing activity.
- Liaise with WLCAN Hub Communication Worker to ensure consistent brand messaging, alignment of outreach strategies with community initiatives, and provide valuable insights for effective communication with target audiences
- Any other tasks as required to contribute to the delivery of WLCAN Hub core functions.

ESSENTIAL KNOWLEDGE AND EXPERIENCE

- Experience of community learning and development in relation to climate change
- Experience in successfully encouraging recruitment and support of volunteers
- Knowledge of the community organisations in West Lothian and the structures that exist at community level including Community Planning Partnerships and the nature of work across the third and voluntary sector
- Knowledge of climate change environmental and social issues and the challenges that this poses to communities throughout West Lothian
- A good track record in generating new ideas and innovative approaches to community development and empowerment.
- Strong digital communication skills including capacity to use Google applications and Canva, as well as social media platforms.

SKILLS AND ABILITIES

- Ability to connect and foster collaborative and empowering working relationships with peers, staff and members of the WLCAN Hub.
- Flexibility and a proactive attitude with the ability to motivate and empower others.
- Good time management and organisational skills.
- Excellent attention to detail and accurate record keeping.
- Demonstrating a commitment to continuous professional learning and development to enhance and maintain a comprehensive skill set.

- Passionate about climate change, biodiversity, climate justice and the empowerment and power of communities.

QUALIFICATIONS

Degree level qualification in community learning and development, social policy, social science, environmental protection, community planning, community-scale renewable energy including heat networks, or other relevant fields connected to climate change.

EQUAL OPPORTUNITIES

WLCAN Hub values diversity and is committed to providing equal opportunities for all staff and applicants regardless of race, gender, age, disability, religion, belief, sexual orientation, marital status or pregnancy and maternity. WLCAN makes hiring decisions based solely on experience, skills and its needs at the time. Please tell us if you have access needs for the recruitment process and we will try to meet your needs.

ADDITIONAL REQUIREMENTS

Regular travel within West Lothian is necessary. The postholder may also be required occasionally to travel outwith West Lothian. Travel expenses will be reimbursed.