



## Supporting vulnerable Southside energy consumers

### Energy officer (temporary) – 3 days per week

#### Job description

- Project aims:** To support residents of Govanhill, in particular the most vulnerable gain control of their energy at home.
- The project will provide impartial advice on gas and electricity efficiency, fuel bills and managing fuel poverty. Residents will be supported to take achievable actions following face to face meetings at South Seeds office and where required, home visits to take meter readings or demonstrate heating controls.
- Reporting to:** South Seeds manager
- Responsible for:** Supporting the senior energy officer to deliver this programme. Support the South Seeds team to engage residents in all projects.
- Main relationships:** Residents, energy suppliers' complaint teams, Home Energy Scotland and Govanhill Housing Association welfare rights team.
- Funded by:** Govanhill Housing Association

#### Scope of the job

South Seeds is looking for someone who knows the Southside of Glasgow well and is good with people. We are not necessarily looking for someone who has worked in the energy field. Our team will train the successful candidate to become an experienced energy officer.

We are however looking for someone who has a common-sense approach to energy in the home and understands the difference between heating (often gas) and lighting (always electricity) and is willing to be mentored to work with clients to reduce their gas and electricity bills. We want someone who can start straight away, is ready to learn and is up for fitting into an existing team.

#### Duties and key responsibilities

- Provide a non-judgmental energy advice service for vulnerable residents, for example not guessing the tenure of a client's home. And in doing so, support residents to understand their bills, access the warm home discount, make complaints, manage energy debt and sort out key and card problems.

- Work face to face with clients to empower them to solve their energy problems. This may include: visiting their home to read the meter, talk through a gas or electricity bills or explain eligibility to support from the fuel bank foundation.
- Keep up-to-date with the energy saving support available, the eligibility criteria of energy efficiency schemes and fuel poverty payments. And also, energy efficiency measures for the home which lock in savings, such as LED lights.

## **Terms and conditions**

*We are offering a contract of approximately 7 months (in the first instance), for working 3 days per week.*

*Each day would be based in South Seeds office and start at 9am and end at 5pm with half an hour for lunch. The salary for this post is £24,700 pro rata.*

*There is no opportunity for home working in this role, it is a front facing post, working directly with the public.*

*Your place of work will be the South Seeds office, on Victoria Road (Glasgow). South Seeds preference is that work is completed in the office at a fixed time each week by agreement in advance. All energy officers in the team work part time, and we need to ensure there is coverage over all weekdays. We are looking for someone who can definitely work on Fridays and will be flexible about fitting in with the team for the other two days. In return we offer flexibility too.*

*There may be further opportunities at South Seeds and anyone who successfully completes this work will be in a great position to apply for future roles.*

## **How to apply**

Please complete the South Seeds application form, available on our website, and send to [lucy@southseeds.org](mailto:lucy@southseeds.org) by **4pm on Wednesday 22 July 2026**. We prefer to receive applications in an electronic format, so we can be reassured you know how to use Microsoft Office and email effectively. Interviews are planned for Thursday 30 July and we will inform those we call to interview by 5pm on Monday 27 July.

If you would like to speak to someone about this post please call the South Seeds' manager, Lucy Gillie on 07790119021 (it is fine to call at evenings or weekends).

*Expected start date - as soon as possible.*

**South Seeds, 514 Victoria Road, Glasgow, G42 8BG.  
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