

Job Description

Job title:	Renewable Energy Project Developer
Current Post holder:	-
Reporting to:	Operations and Development Manager
Responsible for:	New Project Development
Work Location	Office, Home and other

Role Summary: To manage all stages of new project development and commissioning

Job Responsibilities:

Key roles:

- Identifying and assessing new project opportunities
- Managing the development phases of individual new projects
- Working with colleagues on project financing
- Taking new projects to a fully commissioned stage
- Some operational management of existing assets

Project development work may involve the following:

- New project evaluation & reporting to colleagues and the Board
- Working up land agreements
- Submitting Planning, Grid and other applications either directly or through a contracted specialist
- Communicating with project stakeholders
- Working up project financial modelling either directly or with colleagues
- Contributing to share offer documents & associated marketing materials
- Managing fund raising
- Writing grant applications
- Commissioning projects
- Snagging & problem resolution
- Set up of long-term management contracts
- Attending events & giving presentations
- Responding to enquiries including from the media

Essential Knowledge/Experience:

- Detailed knowledge of the principles of renewable energy project development
- At least two years' experience of full life-cycle project development in at least one renewable technology
- Experience of project feasibility including financial viability assessment
- Experience of working through Planning and Grid connection consenting
- Experience of managing installation/ construction contracts
- Working knowledge of leases and other land agreements
- Experience of procurement and commissioning
- Experience of interrogating financial modelling

Desirable Knowledge/Experience:

- Previous experience of working in the community energy sector is not essential but must be willing to learn and embrace its principles
- Experience of grant writing and grant management

Skills required:

- Project planning skills
- Excellent inter-personal communication and negotiation skills
- Ability to work openly and co-operatively with others
- Self-motivation and ability to organise own time effectively
- Ability to objectively assess project opportunities
- Good presentational skills; able to present complex ideas at the appropriate level to both technical and non-technical audiences
- Excellent keyboard and computer skills
- Excellent numeracy and financial awareness
- Good attention to detail and accuracy
- Ability to work well under pressure and without supervision

All Staff are required to:

- Familiarise themselves with the Company Policies and Procedures
- Uphold the Equal Opportunities and Anti-Harassment and Bullying Policies, ensuring effective implementation in all aspects of their work for the Company.
- Act at all times within the Company Rules, Policies, Procedures, and any other statutory requirements.
- Be proactive, bring ideas, suggestions and contribute to business improvement.
- Undertake training as required.

- Attend staff and team meetings as required.
- Observe health and safety procedures in the workplace to ensure personal safety and to safeguard the interests and safety of colleagues, customers and visitors.
- Undertake other duties and responsibilities as appropriate since all staff are expected to work flexibly within their skill level to respond to changing priorities and make sure that customer needs and business objectives are met.

04/03/20