



## Energy Adviser

(Fixed term post until 30.11.25)

£31,518 p.a. plus contributory pension scheme (up to 10%)  
(annual inflationary uplift will be applied)  
35 hours per week.

Shettleston Tollcross Energy Project (STEP) is a collaborative project between Shettleston and Tollcross Housing Associations. We have received funding through the Energy Redress Scheme to employ an Energy Adviser to provide a quality energy advice service targeted at those most at risk of fuel poverty across the two areas and in particular, tenants of both housing associations.

This is an exciting opportunity to join a project aiming to make a real difference. Key responsibilities include to:

- Advise people about their household energy consumption, heating controls and energy bills.
- Provide advice on fuel tariffs, payment options and energy efficiency measures and advocacy on fuel debt and income maximisation.
- Carry out home visits and advice surgeries, deliver workshops, focus groups and events and produce project specific promotional material.
- Liaise closely with other housing association staff and partners to receive referrals and prioritise service delivery and to target small scale energy efficiency improvement work.
- Collect data and maintain records to help with the ongoing evaluation of the project.

Based in the SHA office, the energy advisor will operate from the Shettleston Hub and Tollcross Advice and Learning Centre and will link to other advice service providers and projects operating from these Hubs, which deliver access to affordable food and digital inclusion, money, employment, and wellbeing advice to the local communities.

We are seeking a positive, self-motivated individual who is a team player, able to build partnerships in the community and with excellent written and verbal communication skills.

You must have a recognised energy related qualification and a track record of delivering energy advice and advocacy support. You will have a good understanding of fuel poverty and related issues facing the Shettleston/Tollcross communities. You will be experienced in delivering customer services in a sensitive manner and of working in an advice and information context within the public/third or charity sector.

To apply, please download the full application pack (**No CV's accepted**) from our website  
<https://www.shettleston.co.uk/about-us/job-vacancies/>

Application packs can be emailed to Jo Farren, Corporate Services Manager  
([recruitment@shettleston.co.uk](mailto:recruitment@shettleston.co.uk)).

Applications are invited by the closing date of **Wednesday 20th December 2023 at 5.00pm.**  
**Interviews will be held week commencing 15th January 2024.**