



Energy Local

Club Development Manager Vacancy

3-4 days per week, working from home

Introduction

"Energy Local is a social enterprise that is transforming the electricity market for local communities and small-scale renewable generation. Our mission is to support the establishment of thousands of local, not-for-profit, Energy Local Clubs (ELCs). The Clubs enable local renewable generation to be used locally, benefitting consumers, communities, and local renewable generators; building a better, local, electricity system."

We are a small team developing the Energy Local business model alongside community energy organisations. We are now at the stage where we need to scale the business model to develop clusters of Energy Local Clubs and the corresponding network of support.

Energy Local's contact with Clubs is usually through the Advisors, who are recruited by local organisations in order to support the development of the Club.

Overview of Tasks

Task 1 Development of Clubs and support networks

Work with existing local advisors to establish and grow Clubs on an ongoing basis.

Support development of new Clubs, from first contact to launch.

Maintain regular meetings and updates.

Keep good records, report progress and raise any problems in a timely manner with the Operations Director. Where they cannot be resolved in a timely manner, collate and pass on issues and queries to the Technical and Innovation Director.

Monitor the quality performance of advisors – flag up any concerns to the Operations Director.

Ensure advisors receive training, identify gaps in understanding, and arrange further sessions as required.

Liaise with local organisations who employ advisors to ensure that they get benefit from advisors' work and that they provide fair employment.

Develop opportunities for new Clubs by identifying and contacting local organisations, businesses and councils.

Task 2 Develop new clusters and support networks

Agree key development areas.

Get to know key players and partners for potential new networks, arrange training events and Energy Local specific events as required.

Identify and develop relationships with key stakeholders for Clubs.

Support in finding a solution to region specific issues with smart meters, network connections and storage heaters in the far north.

Support advisors to set up their Clubs and expand.

Establish and manage a reporting structure to carry out activities as for Task 1 in new areas.

Task 3 Expansion of networks

Identify new areas to set up Energy Local Clubs across the country and develop plans for roll out.

Identify areas near other Clubs that could add to/create a cluster of Clubs. Develop plans to build the Clusters through local organisations.

Task 4 Network projects

Where appropriate support DNO led projects on the ground with communities, reporting back to Energy Local and other partners.

Task 5 Support of other activities

Support other Energy Local staff with operations and administrations where needed.

Other requirements

You must be prepared to:

Be confident in working remotely and alone with regular communications with team members via zoom and phone.

Travel regularly to different areas of the country.

Liaise with a range of other partners from communities to large social funders and corporate partners.

Work within a project management framework, provide regular updates and contribute to discussions in management meetings.

Report progress to Operations director on a weekly basis and participate in management calls.

Maintain accurate and up-to-date records regarding Clubs and Advisors.

Provide own laptop and mobile phone.

Skills and expertise

Good networking skills.

Excellent at making and developing contacts.

Technical proficiency in order to problem solve.

Experience developing partnerships with community organisations.

Knowledge of the energy industry, in particular, community energy would be beneficial.

Good project and time management skills.

Team working.

Self-starter.

Salary Range

£25-33k FTE pro-rata plus benefits depending on experience. We expect this role to be 3-4 days per week.

Contact

Those interested please contact one the emails below with a CV and relevant experience. Please emphasise your appropriate skills and experience.

Mary Gillie mary@energylocal.org.uk

Amy Charnley-Parry amy@energylocal.org.uk

For an informal discussion or with any questions please ring Mary Gillie on 07757 900408.

Closing date 30th September 2025