

Development Manager

Job Description and recruitment pack

Release from 28 August 2019

Closing Date 23/09/2019



For further information about this post please contact Julie Kirk at:

GreenPower Developments Ltd

The e-Centre
Cooperage Way
Alloa
FK10 3LP

Tel: 01259 272158

Fax: 01259 272159

E: julie@greenpowerinternational.com

W: www.greenpowerinternational.com

Contents

GreenPower.....	4
Job Description	5
Introduction.....	5
Detailed Job Description.....	5
Roles & Responsibilities	5
The Candidate	7
Skills and Expertise	7
Terms and Conditions.....	9
Application Procedure.....	10

GreenPower

GreenPower is a renewable energy company, developing, owning and operating wind, hydro and solar power projects across the UK.

Our vision is of an economy powered entirely by renewable energy. In a changing regulatory environment achieving this vision will require new thinking and new ways of doing business, which will involve GreenPower in storage, energy conversion and supply as well as our core business of generation.

GreenPower's development portfolio includes both small and large wind projects, run of river hydro schemes and solar farms. We are currently preparing to build out our first solar farm which will be co-located with an existing wind asset.

We have circa £100m of operational projects under our management, including wind and run of river hydro. Most assets are owned by GreenPower, with two projects where we are joint owners with investment funds and two operated on behalf of a third party. We are seeking to expand the operational business, both through growth of our own portfolio and providing asset management services to third parties. We believe there is significant potential in this market to improve asset management and drive additional value to project owners.

GreenPower employs a highly skilled team, committed to high quality ethics and working standards. In addition to robust technical and engineering diligence, our team has a strong sense of ownership, which we believe makes a strong difference to the long-term performance of the projects under our management.

The GreenPower group of companies is a multi-million pound business and further growth is anticipated.

Job Description

Introduction

We have recently appointed a Director of Development and we are now seeking to appoint one or more Development Managers' to work alongside the Director and take forward specific wind, hydro, solar projects in both the UK and internationally. There will also be a focus on other renewable energy technologies and project development opportunities. These posts will require individuals who already have a range of experience in developing renewable energy projects.

Detailed Job Description

The Development Manager(s) will lead a range of activities from site selection and evaluation, through project design and environmental assessment, submission of planning applications and on into pre-construction.

The responsibility of the Development Manager(s) is to achieve satisfactory consents and sufficient rights to construct each project. The Development Manager will be required to establish and lead project teams, containing both internal and external staff, with a need to motivate and guide to achieve successful and efficient project delivery.

The Development Manager will require to have previous experience and an understanding of how the environmental, technical and commercial aspects of projects interact.

He or she will need to liaise and negotiate with planning authorities, statutory consultees, stakeholder groups and the public.

The work will be diverse including wind, hydro, solar and other emerging renewable energy technologies and projects across the UK and internationally.

Roles & Responsibilities

The Development Manager(s) will be responsible for the following areas of work:

- Planning, management and delivery of projects at all stages of development from site evaluation through to pre-construction;
- Budget management & reporting;
- Managing and reporting on project risks;
- Managing planning applications;
- Co-ordinating with in-house colleagues to ensure resources are available and applied to support the efficient development of projects;
- Managing environmental, technical and commercial interactions;
- Liaising and negotiating with landowners alongside a Land and Estates Manager on both development sites and access routes;
- Consulting with planning authorities, statutory consultees, stakeholder groups and the wider public, including presentations at public meetings and effective co-ordination of community and stakeholder relations;
- Management of external consultants – technical and environmental;
- Input to the project design process as part of the project design team, including technology selection and outline engineering designs;

- Review and approval of scoping reports, draft EIA reports and ES chapters;
- Prepare briefing reports for internal decision making.
- Reporting on project progress, both through written status reports and presentations at project meetings.
- Experience and understanding of energy markets and issues pertinent to delivery of renewable energy projects is highly desirable.

Whilst a significant amount of the work will be desk-based, you will be required to undertake site visits and attend meetings which will include overnight stays and overseas travel. A full driving license and your own vehicle will be essential.

The job will also entail various other duties and responsibilities as reasonably required from time to time as directed by your line manager.

The Candidate

We need Managers with considerable experience who will thrive in a dynamic environment, working well under pressure and to tight deadlines, producing high quality work at all times.

This position will require someone with the ability to drive complex projects forward within tight timescales. The candidate(s) should be able to demonstrate an excellent knowledge of the consenting regimes and planning processes across the UK and Ireland.. Knowledge and experience of developing projects overseas would be a clear advantage.

The successful candidate(s) will have the ability to present complex information clearly and concisely and be able to demonstrate strong leadership skills. Renewable energy projects are frequently controversial within the planning system and the candidate should have skills in managing and resolving conflict and demonstrate strong communication skills. The current challenging route to market also requires individuals to think outside the box and show determination and resilience in order to drive projects forward.

Skills and Expertise

The successful applicant should have the following core skills:

- **Key Skills**
 - Project management
 - Contract and Budget management
 - Team leadership
 - Managing conflict and negotiation
- **Knowledge of the wind, solar or hydro power sectors IT**
 - confident use of Windows based IT systems
 - ideally have experience of using and interpreting GIS mapping
 - high level of competence in basic office software such as word processing (Word) and spreadsheets (Excel)
- **Technical and Professional Skills**
 - experience of the UK planning system and EIA Regulations
 - knowledge of overseas planning and regulatory systems for renewables is desirable
 - experience of managing environmental impact assessments and preparation of Environmental Statements
- **Qualifications**
 - a graduate (or higher) in a relevant discipline with relevant experience and skills
- **Personal Attributes and General Aptitude**
 - Strong interpersonal communications and negotiation skills
 - excellent written and verbal communication skills
 - good use of written and spoken English language
 - a positive attitude to work and problem solving
 - the ability to work both alone and within a team environment
 - a smart, professional appearance is required at all times
 - presentation skills, with and without presentation tools (e.g. Powerpoint)
 - clean, full UK driving licence

- ability to prioritise work, set and meet targets and manage time effectively
- an eye for detail and precision
- adaptability
- a willingness to engage in other areas of the business, to maintain the corporate identity at all times and to maintain strict commercial confidentiality

Knowledge and experience in the renewable energy sector is essential.

The candidate(s) will ideally support the vision of a future based on meeting our energy needs from renewable energy.

Terms and Conditions

Salary

- Competitive terms will be offered to the right candidate
- You will be expected to work a minimum 37.5 hour week (ie 9am – 5.30pm)
- GreenPower also pay 3% of gross salary into a pension scheme, this is subject to pension auto-enrolment rules and therefore a small contribution may also be required from employees depending on your applicable salary.

Holiday Entitlement

- The post carries a holiday entitlement of 25 days per annum personal leave, plus statutory holidays, accumulated pro rata.

Travel & Transport

- A full driving license and your own vehicle is essential for this role; travel, principally between the Alloa office base and various sites in the UK is required. The nature of this post will require staying away from home on occasions. A car allowance will be available (conditions apply)
- The post holder must hold a full clean current UK driving licence.

Subsistence

- Expenses for subsistence, including accommodation, will be reimbursed at cost.

Employer

- The employer for this post will be GreenPower Developments Ltd.
- The post will be directly responsible to one of our Directors

Review

- Performance will be reviewed initially after 3 & 6 months and annually thereafter.

Personal Development

- GreenPower believes in ongoing personal skills growth and we will work with you to determine your needs and interests and to encourage and support you in your personal development.

Equal Opportunities

- GreenPower is an equal opportunities employer and does not discriminate on the basis of gender, age, ethnic background or religion.

Location

- The post will be based within modern office in Alloa, which offers an excellent working environment. Alloa has a main line railway station with services directly to Stirling, Edinburgh and Glasgow. It is also well served by the trunk road network, and is close to the Kincardine Bridge.

Application Procedure

Applicants should ensure that their application includes the following information:

- **CV**, including details of all current and previous employment and all qualifications held.
- **Covering letter of no more than 750 words to include**:- a summary of your key attributes and experience relevant to this post; details of current salary and any notice period that is required by your current employer.
- **Details of two independent referees** who know your work; one of whom should be a line manager or equivalent from your current or most recent employer. (These referees will not be approached until such time as a formal job offer is being made).

Applications should be marked 'Development Manager' and be submitted by e-mail or post (do not fax your application to us) to:

Human Resources (Private and Confidential)
GreenPower Developments Ltd
The e-Centre,
Cooperage Way
Alloa
FK10 3LP

julie@greenpowerinternational.com

To discuss your application in confidence at any time, please call Julie on 01259 272158.

For further information on GreenPower, visit our web site at www.greenpowerinternational.com.

Application Deadline

Monday 23 September 2019

Interview Dates

We plan to hold interviews from Monday 7 October 2019 to Wednesday 9 October 2019.

Reasonable travel and subsistence expenses incurred in attending the interview will be re-imbursed.