

Retrofit Planner



About Us

Loco Home Retrofit Community Interest Company Ltd is a growing startup non-profit, structured as a voluntary co-operative of over 140 households and construction/renovation professionals, served by a small staff. We are creating collaborative services that make better retrofit more accessible for more people.

We are not an installer and instead we focus on homeowner engagement, advice and supply chain coordination. We are committed to deep, risk-managed, whole building retrofit approaches which optimise lifetime carbon and the societal costs of full decarbonisation. Besides changing Glasgow's homes, we also intend to build community wealth by stimulating the local supply chain.

We are developing new engagement strategies and business models appropriate to the owner occupier sector. Our structure and member-led governance has been designed to prioritise quality and engender trust.

We operate a bespoke 'house by house' retrofit planning service which is oversubscribed. With strategic partners we are also developing a data-led 'street by street' approach.

As a social enterprise, Loco Home was founded to address market and regulatory failures. Besides mitigating the worst impacts of climate change, we view the retrofit transformation as an opportunity to create a new kind of economy in which community wealth is prioritised.

About This Role

The **Retrofit Planner** will deliver the existing 'house by house' retrofit planning service. This involves surveying building condition, heritage, fabric, heating system and carrying out energy modelling. Then providing recommendations and developing an improvement plan with the household. You will receive training on our method and be supported on the job.

You will be involved with improving this service with new software tools and optimised work methods.

You will be involved with developing the business through documenting case studies and other marketing techniques.

This role will also help deliver our neighbourhood-level projects. This work will include innovation in service design and technical delivery.

Location

We plan to open an office in Central or South Glasgow within the next few months. There will be a mixture of office working and flexibility to work from home when not visiting homes.

Schedule

Our preference is for a full time employee. However we are prepared to be flexible for the right teammate: part time employed, or on a subcontracted or zero hours/ freelance contract.

This role may involve limited commitments at evenings and weekends for community engagement.

Who You Will Work With

We currently have two members of staff and expect to recruit up to 6 more over the next year.

- **Chris Carus.** Chris is a Certified Passivhaus Consultant, Domestic Energy Assessor, and AECB Carbonlite Retrofit graduate and is trained in heating system design. He delivers the existing retrofit planning service.
- **Tom Nockolds.** Tom has many years of experience in community energy projects and co-operatives. Tom is an expert in project management.

You will also work with specialist subcontractors including retrofit designers and heating engineers. You will collaborate with homeowners' chosen installers.

About You

We want diverse perspectives in our team so we want to hear from applicants from all sorts of backgrounds.

You have technical expertise in working with buildings.

We want to fundamentally change the way owner occupiers are served. You are comfortable with doing things differently, experimenting and, sometimes, failing.

You will be comfortable with the flexibility required in an early stage startup. Roles will evolve. You may be asked to work outside your usual specialisation from time to time. For example, you may be asked to contribute to marketing activity.

Required

- You should have some experience in surveying existing buildings.
- In addition you must have some additional buildings expertise such as U value calculations, full SAP calculations, condition surveying, heating system sizing, or in other relevant areas.

- Awareness of low carbon technologies including heat pumps, solar PV/batteries, smart energy systems.
- Ability to manage your workload, email and your calendar efficiently.
- Excellent customer service skills including ability to communicate professionally.
- Ability to explain complex home energy concepts clearly.

Desirable

- Retrofit Coordinator/ trainee.
- Retrofit qualifications such as AECB Carbonlite Retrofit Foundation.
- Experience with low energy building modelling such as SAP or PHPP.
- Knowledge of low temperature heating and/or ventilation systems design.
- Experience in quality management system(s).
- Demonstrated ability to take accountability for a part of a business and use your initiative to advance its success.

Pay and Benefits

We're a non-profit and a co-operative but that doesn't mean lower pay or that everyone is paid the same. Over time, we intend to benchmark pay and benefits competitively with the construction/ renovation industry.

We expect to pay a starting salary between £27k and £34k for this role for a full time employee.

25 days leave plus bank holidays. 3% employer pension contribution.

How to Apply

Please feel free to contact us to find out more about us or the job before applying.

info@locohome.coop

07852 856969

To apply, send the following to info@locohome.coop

- A CV summarising your qualifications and experience. Maximum two sides of A4.
- A statement explaining why you think you'd be a good fit with Loco Home and with the role. Maximum 400 words.