

**Net Zero Hub Coordinator**

# **Recruitment Pack**

**UHI** | **NORTH, WEST AND HEBRIDES  
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# Summary

**JOB TITLE:** Net Zero Hub Coordinator

**SECTION:** Environmental Research Institute (ERI), UHI North, West and Hebrides

**SCALE POINT RANGE:** £31,066 - £33,641

**TERM:** Initially 1 year (subject to probationary period) with prospect to extend or transition to an open-ended position

**START DATE:** Negotiable, available immediately

**PENSION:** Local Government Superannuation Scheme

**ANNUAL LEAVE:** 31 days + 14 days public holidays

**RESPONSIBLE TO:** Dr Stephanie Strother

**CLOSING DATE:** 30 November 2023

The UHI 'Net Zero Hub' aims to implement a strategic and properly resourced response to the challenges of net zero across all areas of UHI tertiary education, research, enterprise and engagement. This virtual hub will cover cross-cutting themes and disciplines, enabling university-wide opportunity to engage with current and future net zero challenges and opportunities, and place UHI at the epicentre of this transformation.

Following UHI's Sustainability Vision to become 'a one-planet, net zero partnership', the Hub seeks to include opportunities for net-zero development and innovation in tertiary education, and identification of strategically important areas of research capability where investment would deliver significant benefits. Linking the current UHI net zero landscape will help to streamline relationship building with key partners including businesses, stakeholders, and public sector groups. This will facilitate strategically significant research and knowledge exchange projects which uniquely showcase the transdisciplinary net zero research and innovation capabilities of UHI. The Hub will allow UHI to capitalise on its uniquely distributed geographical position in the climate change / net zero landscape and provide the foundation for a strategic plan which is cross cutting, high impact and transformative in tertiary education, research, enterprise, and engagement.

We are now seeking to recruit a Net Zero Hub Coordinator to lead this initiative and the Hub's response to the challenges of net zero and the energy transition.





# Net Zero Hub Coordinator

## Job Description

We are recruiting for a Coordinator to help develop the strategic alignment and integration of Net Zero considerations into UHI tertiary education, research, enterprise and engagement. The post is planned to be located at the ERI, in Thurso, on the North Coast of Scotland, embedded within the multi-disciplinary 'Energy' research group and working in association with the Energy KE Coordinator and the Chair of UHI Energy Innovation.

The Coordinator will work in liaison with all UHI Academic Partners, and be responsible for helping to deliver the next steps of the Net Zero Hub by identifying the opportunities where investment could deliver for UHI and developing a strategic collaborative framework to engage in the challenges of net zero across all areas of UHI activity.

This will include:

- Building effective relationships with staff, colleagues, peers and external stakeholders to achieve net zero objectives.
- Coordination and mapping net zero research and curriculum links across UHI and creating an action plan to address critical gaps.
- Understanding the wider net zero landscape and developing an operational structure and capacity building strategy for the Hub.



# Key Duties

## Research and Stakeholder engagement:

- Interface with research, academic and professional services staff across the UHI network, other academic institutions, public-sector organisations, local and national governments and key stakeholders to build relationships and maximise mutual benefits.
- Map and identify linkages in UHI's current net zero research capabilities and capacity.
- Support relevant conference, webinar and exhibition activities, including liaison with academic and external partners as appropriate.
- Manage stakeholder engagement activities and contribute to income generation through grant capture, commercial or knowledge exchange activity.



## Communication and Networking:

- Build and maintain an effective network and engagement across the UHI partnership with academics and KE practitioners.
- Manage Net Zero Hub communications, meetings, workshops and events across UHI's Academic Partners to increase internal collaboration and cohesion.



## Strategic Planning and Horizon Scanning:

- Maintain and communicate an understanding of the wider net zero landscape at local, national and international levels, and horizon scan for opportunities that match UHI capabilities.
- Provide support for strategic planning to help UHI fulfil obligations in relation to Net Zero, creating an action plan and capacity building strategy to address research gaps and developing a draft operational structure for the Hub.

## Marketing:

- Help to develop and implement a cohesive marketing and communications vision for the Net Zero Hub, including online engagement and website creation.
- In collaboration with UHI Marketing and Communications, oversee development and maintenance of marketing information and material.

## Management and Reporting:

- Responsible for the day-to-day management of the Net Zero Hub programme and projects on behalf of the University, including identifying key milestones and project work plans and ensuring that deadlines and deliverables are achieved.
- In partnership with the Energy KE Coordinator, contribute to routine monitoring and reporting of outputs & impacts, including budgets, implementation plans and contacts.

Other duties as may reasonably be required, commensurate with the grade.



## Person specification

### Required

Applicants should have a degree or equivalent experience in a relevant area (i.e., environmental science, climate science, engineering) and understanding of the current net zero landscape, together with experience of:

- Stakeholder engagement
- Knowledge exchange and innovation processes
- Project management and programme coordination
- Working in a research or higher education environment

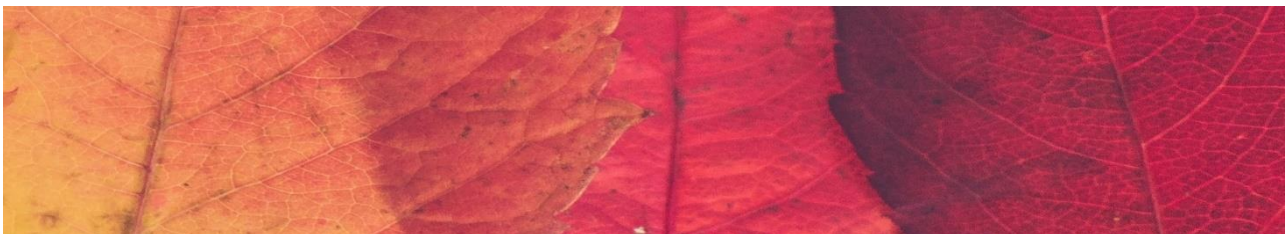
Multi-disciplinary experience, particularly in energy transition and decarbonisation is an advantage, together with experience in strategic planning, organising and facilitating workshops, and marketing and communication (including social media).

Applicants should have:

- Strong IT skills, including use of Microsoft Office suite
- A willingness to work flexibly across different area and disciplines
- Effective communication skills and comfortable interacting with stakeholders

### Desirable:

- Experience of instigating new collaborations or developing partnerships
- Experience working on or managing collaborative, multi-institutional projects
- A relevant professional qualification or membership
- An ability to think creatively, and to advance innovative ideas





# About the area

## Caithness & Sutherland

The North Highlands is home to Scotland's most famous drive - the North Coast 500, and to one of our most famous destinations - John O'Groats. It is no surprise that when people discover Caithness and Sutherland they want to stay.



The landscape is breath-taking, featuring iconic mountains and flat rolling moorlands. High tech companies sit side-by-side with vibrant, innovative SMEs. The area is also home to Scotland's portal to the final frontier. The A'Mhoine Peninsula will become the UK's first space port, from where rockets carrying satellites will be launched into space in the near future.



Back on earth, the Beatrice offshore wind project, based in Wick, is a leading example of development in the green energy sector, with the recent ScotWind plans announced around the coast of Scotland. Decommissioning of the former nuclear power plant at Dounreay has seeded many supply chain opportunities in the region. Rolls Royce, Subsea 7 and BT are among the global companies investing in employment in the far north of Scotland.



With the world famous Royal Dornoch golf course and an internationally recognised surf spot around the Thurso East reef, the area is a draw for outdoor sports enthusiasts. With beautiful beaches and bays, wildlife, high hills and big skies, the region of Caithness and Sutherland has much to offer.

# Thurso



Thurso (population c. 8000) is a long-established town with origins dating back to Viking times when it was an important Norse settlement, the major gateway to mainland Scotland (its name comes from the Norse, from *Thorsa* meaning *Thor's River*). Thurso later grew to become a market town and was noted for its trade with Scandinavian and Baltic ports from as early as the 14<sup>th</sup> century.



Situated on the Pentland Firth in the beautiful, sheltered Thurso Bay it is the most northerly town on the Scottish mainland. The bay sweeps from Holborn Head in the west to Dunnet Head in the east. Thurso has a fine harbour, beach and looks out over the Firth to the Orkney Island of Hoy and the famous towering Old Man of Hoy (a 449-foot sea stack on Hoy). Just west of Thurso lies Scrabster, the main ferry port for Orkney.

For a town of its size, Thurso has numerous amenities including:

- A vibrant local shopping centre
- Three primary schools and one secondary school, and a college of further and higher education (UHI North, West and Hebrides)
- Several hotels, lively bars and restaurants
- Leisure facilities including gyms and a swimming pool, tennis & squash courts, yoga studio, and a cinema
- Clubs and societies including dancing, drama, walking, kayaking, surfing, sailing, music, community greenhouse, etc.
- Railway, bus, ferry connections and Wick airport within 30 minutes

## Further information

[Things to do | Venture North \(venture-north.co.uk\)](http://venture-north.co.uk)

[Things to Do & Tourist Guide, North Caithness | Venture North \(venture-north.co.uk\)](http://venture-north.co.uk)

[Venture North Discovery: Summer in Caithness & Sutherland - YouTube](https://www.youtube.com/watch?v=...)

[Venture North to Caithness & Sutherland - YouTube](https://www.youtube.com/watch?v=...)

# Key Terms and Conditions of Employment

Hours of Work	A full-time working week is 35 hours. This may include evening and weekend work, where required.
Holidays	A full year's holiday entitlement is 31 days. In addition, there are 14 days public holidays of which 10 are taken at Christmas and 2 at Easter, the remaining 2 are treated as floating.
Salary	To be negotiated within advertised range, i.e., £31,066 - £33,641.
Location	The position is planned to be based at the ERI in Thurso although you may be required to work from other sites as appropriate to the duties. There may be the possibility of flexible-working arrangements – please indicate this in your application if it is of interest.
Pension	You will be contractually enrolled into the Local Government Superannuation Scheme. Further details are available on joining.
References / PVG Scheme	For external candidates, appointment will be subject to references and admission to the PVG Scheme.





# Further information

The following websites may be useful in providing further information.

**The University of the Highlands and Islands:** <http://www.uhi.ac.uk/>

**UHI North, West and Hebrides:** <http://nwh.uhi.ac.uk/>

**The Environmental Research Institute (ERI):** <http://www.eri.ac.uk/>

**UHI Energy Innovation:** <http://uhi.ac.uk/energy>

The ERI's 5-year Strategic Plan is provided as an attached document to this pack. Key elements of the strategy are presented below.

For further information on this position, please contact Dr Benjamin Williamson, leader of ERI's 'Energy' research group: [benjamin.williamson@uhi.ac.uk](mailto:benjamin.williamson@uhi.ac.uk)

## Completing the Application Form

Please read the application form thoroughly and complete it electronically (preferred) or in black ink. Please ensure that you complete all sections.

Where answers require additional detail, this should be provided on a continuation sheet and attached to the form.

**A current CV and covering letter should also be provided in addition to the application form.**

The information that you provide in your application form & other supporting information is the only information we will use in deciding whether or not you will be short listed for interview. Your application will be treated in the strictest confidence.

## References

Please give the name, address, telephone number and email address (if known) of two referees, including your existing or last employer, to whom reference may be made in support of your application concerning your professional ability and performance at work. References will only be taken up for short-listed candidates.

Please ensure your referees are able to respond promptly as no appointment will be made without receipt of satisfactory references.

Please note that any offer of employment will be conditional upon receipt of satisfactory references from your current/last employer or academic institution, unless advised otherwise.

# Submitting your application

Completed applications must be returned by the closing date indicated. Applications (preferably by e-mail) should be sent to [hr.nwh@uhi.ac.uk](mailto:hr.nwh@uhi.ac.uk)

Or: Human Resources, UHI North, West and Hebrides, Ormlie Road, Thurso, Caithness, Scotland KW14 7EE.

We will acknowledge receipt of completed applications by e-mail. Written acknowledgement of completed applications will only be provided where requested and where a stamped addressed envelope is enclosed with your application for this purpose.

We will contact you concerning your application once shortlisting has been completed.

## Key dates

The closing date for receipt of applications is 30 November 2023.

Interviews are planned for 4 December 2023 onwards.

Initial interviews may be conducted online.

Starting date for successful candidates: Starting date may be negotiated – the position is available immediately (subject to receipt of satisfactory references and securing PVG Scheme membership via Disclosure Scotland).



# The Environmental Research Institute



The Environmental Research Institute (ERI) is based in Thurso, Scotland and is part of the University of the Highlands and Islands, North Highlands. Since 1999 our multidisciplinary team has sought to transcend scientific boundaries to undertake and promote high-calibre research, innovation, and education in the environmental sciences that 'makes a difference'. We aspire to excellence in all we do.

We seek to advance scientific understanding of contemporary environmental issues using our proximity to outstanding natural resources combined with state-of-the-art facilities. We advance our goals through development of networks with strong, strategic partnerships and

collaborations with academic, commercial and stakeholder organisations within regional, national and international contexts.

We aim to ensure that our work has tangible value to society, helping address new societal, economic and policy challenges related to use and management of the natural environment and its resources, and responding to changes in the environmental, organisational, financial and political landscapes. In doing so, we seek to contribute to the University mission of having a transformational impact on the region's economy, people and communities ([strategic-plan-2021-25.pdf](https://www.uhi.ac.uk/strategic-plan-2021-25)).

## Our Vision:

A natural environment that is healthy, sustainable and valued by all

## Our Mission:

To provide dynamic leadership in research, innovation and education that advances understanding and informs management of our natural environment

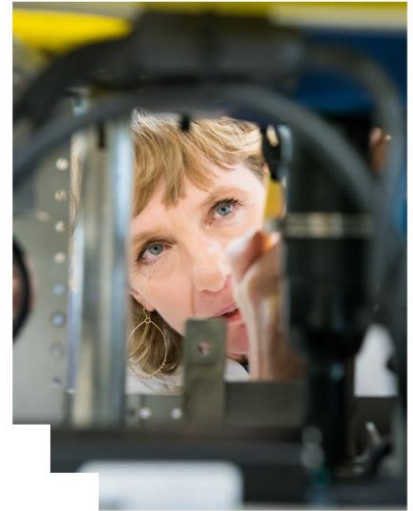


# Our Strategic Priorities

As part of UHI North Highland, our strategic priorities are:

- + **Research:** To develop a vibrant culture of research that is recognised for its regional impact & international excellence
- + **Learning and Teaching:** To provide students with outstanding and relevant learning opportunities
- + **Partnerships:** To develop our partnerships to maximise our impact on regional redevelopment

And our cross-cutting themes are 'Sustainability' and 'Net zero' and Enterprise. The UHI North Highland Strategic plan may be found here: [NHC-UHI-Strategic-Plan-2021-2025.pdf](#)



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## Our Values

We value research, learning and teaching and partnership activity that is:

- + **Aspirational** - characterised by excellence at all levels
- + **Relevant** - addressing contemporary environmental issues and ensure that policy, management and legislative decision making is informed by robust, high-quality science
- + **Recognised** – regionally, nationally, and internationally for quality and reliability
- + **Distinctive** – capitalising on the scientific strengths of the ERI and its partners and on the outstanding and often unique environmental assets of the region
- + **Innovative** – bring new knowledge and creative thinking into practice
- + **Inter- and multi-interdisciplinary** – an environment devoid of disciplinary boundaries and well adapted to addressing issues and solving problems
- + **Collaborative** – forming effective working relationships regionally, nationally and internationally with key partners from the academic, business, stakeholder and educational sectors

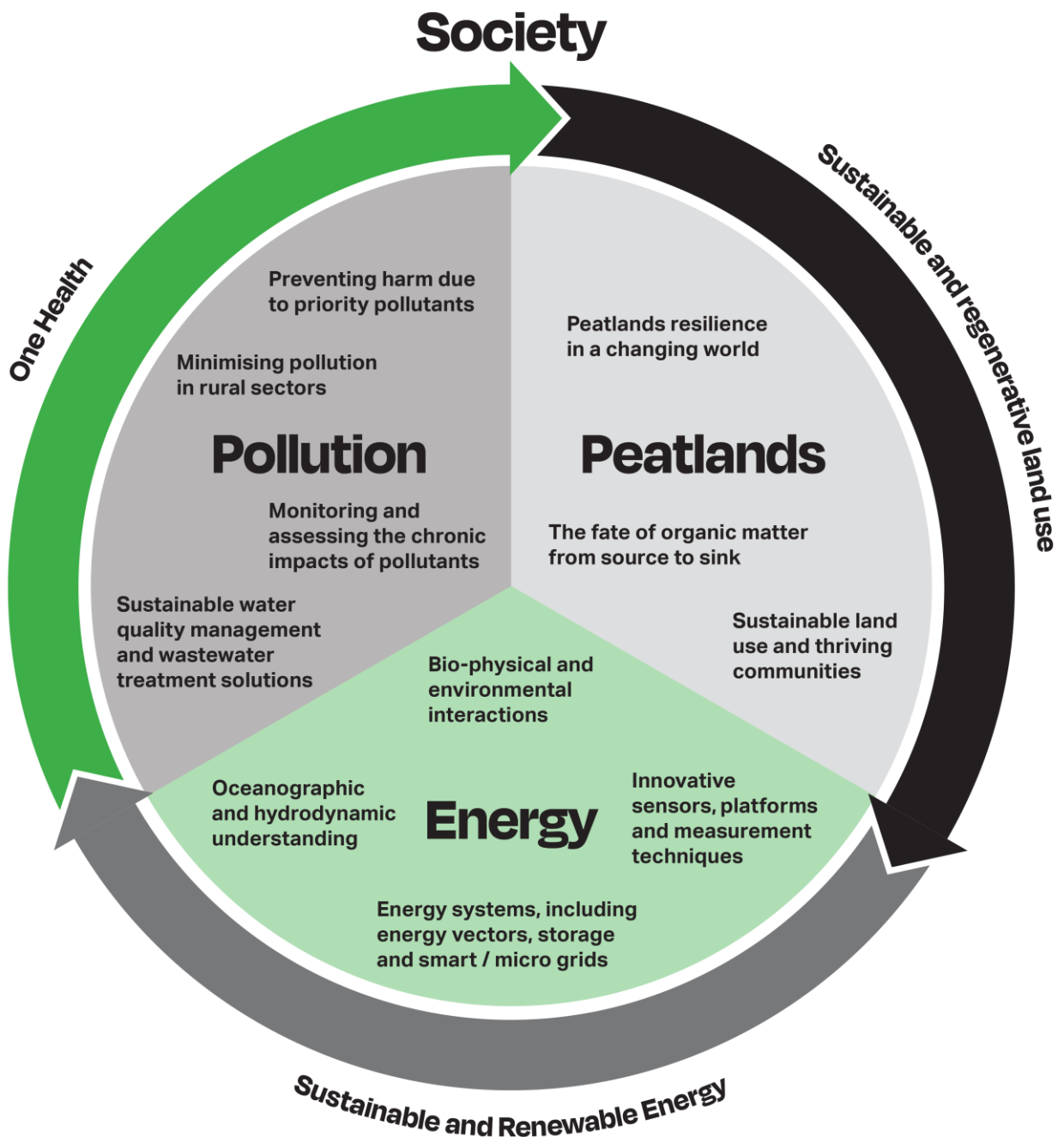




# Our Themes

ERI activity is focused on the following issue-driven, interdisciplinary themes:

- + **Energy:** Renewable energy and the environment
- + **Pollution:** Understanding environmental contamination and developing sustainable solutions
- + **Peatlands:** Linking carbon, water, biodiversity and climate
- + **Society:** Connecting environment, economy and society



# Energy

## Renewable energy and the environment

The promise of renewable energy is huge, from reaching emissions targets to contributing to blue growth. Along with this promise comes the pressing need to understand how energy harnessed from wind, waves and tides will impact the environment. Sustainable use of these resources will play a key role in achieving the Scottish Government's ambitious renewable energy and carbon emission targets. Our philosophy of "research where the resource is" means ERI is ideally situated, yet our research has international reach and impact. We actively seek and develop effective collaborations and partnerships, within regional, national and international settings.

Our team integrates in-situ measurement, environmental survey, experimental, modelling and remote-sensing approaches. These provide new insights relevant to renewable energy, but

also ecosystem functioning and anthropogenic impacts more generally within the fields of marine biology, behavioural ecology and oceanography.

We promote understanding of closely coupled social and economic issues, with a focus on rural and island communities. We are proud to contribute to the prospects of northern Scotland, supporting sustainable industries that can have a transformational impact on the prospects of our region, its economy, its people and its communities. We continue to incorporate new environmental understanding into integrated sustainability assessments and models at community, local and regional scales. We also explore the interdependencies of adjacent sectors such as nuclear energy, oil and gas, and aquaculture, including leading Energy Knowledge Exchange and Innovation activities across UHI.

## Our priorities are:

**Renewable energy and the environment** – investigating renewable energy ecological and bio-physical interactions to inform pre- and post-consent monitoring, cumulative impact and strategic environmental assessment. This is underpinned by increased understanding of marine vertebrate ecology using techniques such as telemetry/bio-logging, remote sensing and observation to investigate ecosystem effects, understanding of mechanisms, predator-prey interactions and environmental drivers of behaviour and biodiversity.

**Oceanographic and hydrodynamic understanding** – in-situ, remote-sensing and modelling approaches across scales (temporally and spatially) to inform renewable energy resource measurement, knowledge of metocean conditions, flow-structure interactions (e.g., wakes) and ecological drivers. This includes wave-current interactions, and advanced understanding of turbulent flow, with implications for renewable energy device design, placement and operation.

**Innovative sensors, platforms and measurement techniques** – development and application of novel cross-cutting approaches and technologies to gain new environmental insights including drones, hydroacoustics, sensor fusion, computer vision, machine learning and techniques for exploiting large datasets. Innovative engineering solutions underpin our environmental science priorities and assist forthcoming science requirements by enabling cutting-edge environmental research.

**Energy systems**, including energy vectors, storage and smart or micro grids – supporting optimal use of intermittent renewables into grid and off-grid applications, including remote / island communities and developing countries, for a socially and economically sustainable energy transition, and aspects of social licence and community engagement.



