

Edinburgh World Heritage

Energy Retrofit and Adaptation Specialist

<u>Reports to</u>	Head of Climate Change
<u>Salary</u>	£35,020
<u>Contract</u>	Full time for a fixed term to 31st March 2026 (permanent contract afterwards subject to funding being secured)
<u>Annual leave</u>	25 days plus 10 Public Holidays
<u>Others</u>	35 hours, Monday to Friday Flexible, hybrid working with min 2 days per week office-based Office located in Edinburgh's Old Town 8% employer pension contribution

About us

Edinburgh World Heritage is an independent charity dedicated to ensuring that our World Heritage status is a dynamic force that benefits everyone – those who live, work or study in the city, and those who visit.

Edinburgh is a unique place – steeped in history, with iconic topography and stunning historic buildings and public spaces. The 'Old and New Towns of Edinburgh' was designated as a World Heritage Site (WHS) by UNESCO in 1995.

Our mission is to connect people to their heritage. We work in partnership with Historic Environment Scotland and the City of Edinburgh Council to ensure that the management and conservation of the WHS preserves it for future generations to enjoy.

We do this through distributing grants and working with partners to deliver active conservation of historic buildings, conservation and creative interpretation of historic public spaces, developing solutions and guidance through our leading Climate Emergency Programme and engaging people directly with the rich heritage of their city.

About the role

This is an exceptional opportunity to play a key role in the conservation of the city's rich heritage through developing sensitive and practical solutions to support the transition of historic buildings in the WHS towards net-zero and to adapt them to climate change.

We are looking for an **Energy Retrofit and Adaptation Specialist** to deliver innovative energy retrofit and adaptation pilot projects which preserve the historic and architectural significance of these buildings. The role involves conducting targeted research, producing and disseminating guidance on reducing carbon emissions of historic buildings and improving their resilience against the impacts of climate change.

Typical pilot projects include conservation repairs, energy improvements to the building fabric, low carbon heating systems, and adaptation interventions (e.g. improving the detailing of traditional rainwater goods). They range from small scale energy improvement/adaptation interventions on single building elements, via our popular [Climate Emergency Grant](#), to large scale whole house retrofit of traditional buildings, including feasibility studies.

Targeted research aims to collate learnings and practical solutions from existing literature or cases studies, or through EWH's own pilot projects, and would form part of our published guidance. EWH collaborates with various research partners and is currently involved in the 4-year research European project [FuturHist](#) on historic building retrofit.

Proactively engaging with local communities and local stakeholders to inform and deliver projects or disseminate best practice will also be a critical part of the role.

This position offers a rare opportunity to develop practical skills in historic building retrofit and adaptation in a stimulating working environment and prominent historic city. Support will be provided to the postholder to develop their expertise.

Main responsibilities:

1. Management of energy retrofit and adaptation pilot projects
 - Plan, secure and manage energy retrofit and adaptation projects from inception to closedown
 - Set up and manage project tools to monitor progress against programme, quality, project budget and objectives
 - Coordinate construction professionals (including design teams), building owners, local community groups, project partners and local stakeholders
 - Provide technical inputs throughout the delivery of projects to maximise outcomes, performance, and quality
 - Oversee cost and resource planning
 - Define and oversee framework for community consultations and engagement
 - Manage light-touch tender process when commissioning services or works, or assist project partners where relevant
 - Manage risks and issues and internal/external reporting including project evaluation
 - Manage technical monitoring (Temperature and Relative Humidity sensors) when required
 - Work with colleagues from EWH's Conservation Funding Programme and World Heritage Projects to develop joint projects as part of EWH's new priority areas in the WHS
 - Draft case studies on project completion
2. Defining best practice and sharing knowledge
 - Carry out targeted research and collate learning and solutions from existing technical literature or cases studies on energy retrofit and adaptation that could be implemented in the WHS
 - With Head of Climate Change, establish replicable energy retrofit strategies and identify gaps in knowledge
 - With Head of Climate Change, produce guidance on best practice and share learnings with local communities, construction professionals and local/national stakeholders via public events or written guidance
 - Coordination with EWH's communication team to promote the work delivered as part of the Climate Emergency programme
 - Manage inquiries from residents or local stakeholders
3. Support the delivery of the Climate Emergency Programme
 - With Head of Climate Change, develop a pipeline of energy retrofit and adaptation projects

- Research and maintain a strong understanding of best practice, policy change and trend in relation to energy retrofit, net-zero targets and climate change adaptation of traditional buildings
- Carry out climate change adaptation projects focusing on public realm and green spaces in the WHS
- Where required, deputise for the Head of Climate Change

4. Individual and Organisational Development

- Contribute to a range of team activities, including contributing to team meetings, workshops and skills sharing
- Identify and engage in training and opportunities to develop your own skills, experience, and knowledge

Person Specification

	<u>Essential</u>	<u>Desirable</u>
Qualifications/Training	Degree, or equivalent experience in architecture, building conservation, engineering, building surveying, or relevant discipline	Postgraduate qualification in a relevant discipline
Experience	Experience working on construction projects involving energy efficiency retrofit and/or historic building conservation	Demonstrable experience in construction projects involving energy efficiency retrofit as a designer, engineer, building surveyor or project manager
		Demonstrable experience of working on projects involving historic buildings – ideally domestic
	Experience working with a range of stakeholders	Demonstrable experience of planning and managing small scale projects or programmes
Skills & Knowledge	Understanding of general construction techniques, maintenance, and construction sector	Understanding of traditional building (pre-1919) construction techniques and historic built environment in general
		Understanding of building conservation principles

	<u>Essential</u>	<u>Desirable</u>
	Understanding of energy efficiency key concepts (U values, operational/embodied carbon), approaches (fabric first & whole house approaches), and materials	Knowledge of energy efficiency investigation, monitoring and modelling tools (thermal imaging, dynamic simulation modelling, etc.) Knowledge of energy efficiency retrofit standards/policies
	Ability to research, analyse and summarise technical guidance/data	
	Ability to take a lead project role, achieving delivery of work with minimal supervision	
	Excellent organisational skills and an ability to prioritise tasks, meet deadlines and manage own workload effectively	
	Attention to detail and accuracy	Committed to delivering high quality outputs
	Good written and verbal communication skills	
	Diplomatic in managing the competing demands of stakeholders, community groups and owners	Flexible, innovative, with an energetic attitude and a desire for continuous improvement
	Team player	
Other	Passionate about our work and committed to our vision, mission, and values	Keen interest in historic buildings
	Commitment to equality, diversity and inclusion	
	Eligibility to work in the UK	

How to apply

If you would like to apply to this role, please submit:

- A CV outlining your employment history, academic and professional qualifications
- A cover letter explaining why you are interested in the role, how you meet the requirements of the job description and person specification and confirming you have the right to work in the UK (no more than two A4 pages)
- The EWH Equality & Diversity Monitoring Form (optional) – available [here](#).

Applications can be sent by email to comms@ewht.org.uk with the subject line "ENERGY RETROFIT AND ADAPTATION SPECIALIST RECRUITMENT 2025".

Closing date for applications: **12noon on Monday 14th July 2025**

Interviews: w/c 21st July 2025 (expected to be on Tuesday 22nd and/or Wednesday 23rd July 2025 – may be subject to change)

If you have any question, please contact Yann Grandgirard – yann@ewht.org.uk or 0131 220 7738.

Our Commitment to Equality, Diversity and Inclusion

We are an equal opportunities employer and we are committed to building an inclusive workplace where everyone is treated fairly, equitably and respectfully.

Research shows that underrepresented groups apply only if they fully meet the criteria in a job description. We are committed to levelling the playing field, and we encourage anyone from any background to apply even if they don't tick every box.

We believe flexibility is important, and we're happy to chat to you about flexible and remote working.

Please note:

- The staff team work a minimum of 2 days per week in the office (currently Monday and Thursday).

If you need any flexibility or adjustments in our interview process – to help set you up for success – then please let us know too.