

## Making a difference throughout Scotland

Since 1996, Foundation Scotland has distributed significant funding to charities and community groups across the country, creating happier, fairer, and more sustainable communities. We support philanthropists to help their personal giving make the most difference. We work with donors to invest in community action that enables people and places to flourish. We work alongside communities to ensure that local funds are distributed by communities themselves. We offer social investment opportunities to enable social enterprises, community organisations and charities to grow and deliver positive social impact. For a quick introduction to how we make a difference, [watch our animation](#).

Our Communities Team specialise in supporting renewable energy businesses and communities with the set-up and on-going activities of community benefit arrangements. Our developmental approach and in-depth knowledge of the charitable and community sectors help ensure community benefit opportunities from renewables projects make a real difference.

Foundation Scotland is delighted to have been chosen to host the the Local Place Coordinator role which is the first of its kind in Scotland, moving beyond the core work we have been doing to date.

## About this role

East Lothian is a rural Community Council area within the Dunbar and East Linton Ward of East Lothian and includes the villages of Innerwick, Oldhamstocks, Spott and Stenton.

East Lothian looks set to host numerous renewable energy projects over the next 10 years. Multiple energy developers are active in the area and the need for effective coordination between the local community, developers, transmission owners, and East Lothian Council has become critical.

This new role will facilitate collaboration between developers, transmission owners, East Lothian Council, and the East Lothian communities. The primary aim of the role is to balance these multiple perspectives, in particular ensuring that community views are appropriately considered at all stages of the development process for energy-related infrastructure proposed or in operation in the area, from the very earliest stages of any planned development proposal.

The role is being funded by SPEN and SSE Renewables for a three-year period in the first instance and is expected to provide learning relevant to other locations where multiple renewables projects and technologies are planned.

## Role Purposes

Working with East Lothian Community Council, developers, East Lothian Council, and reporting to the Head of Communities and Impact at Foundation Scotland, the role will:

1. Act as an **independent intermediary** to facilitate knowledge sharing between the communities, developers, and East Lothian Council.
2. Identify practicable opportunities for **joined-up working** between developers and other stakeholders to minimise local disruption and maximise benefits.

3. **Enable local groups**, including the community Traffic and Biodiversity Liaison Groups to **input and influence** on these aspects of proposed energy developments.
4. Set up and implement **effective systems and processes** for managing information, delivering timely communications and collating feedback pertaining to the cumulative impact of the different energy projects.
5. Bring a focus on Net Gain for East Lothian including community benefits and potential community ownership opportunities, as well as a **lasting legacy of improvements** across and beyond the local area.

### Working with:

- East Lothian Community Council, local Community Associations and Parish Welfare Association, other constituted and informal groups
- Local residents
- East Lothian Local Place Plan stakeholders
- Energy developers and transmission owners operating in the East Lothian area
- Staff at a range of levels within East Lothian Council other public bodies
- Elected members of East Lothian Council, Scottish and UK Governments
- Scottish Government officials
- Scottish Renewables and other relevant trade bodies
- Foundation Scotland staff

### Core Responsibilities

1. **Act as an independent intermediary to facilitate knowledge sharing between the communities and other stakeholders**
  - Be in regular dialogue with the East Lothian communities, collate community views and implement an effective feedback loop to share with developers and East Lothian Council.
  - Ensure that East Lothian residents and groups are aware of new development applications, associated timetables and opportunities to engage and influence decisions about development.
  - Build strong profile within East Lothian Council and develop effective working relationship with relevant Officers.
  - Embrace the aims and aspirations set out in the East Lothian Local Place Plan and identify how developments may input to the Plan.
2. **Identify practicable opportunities for joined up working between developers**
  - Secure commitment for sign up to East Lothian Developers' Principles of Engagement
  - Design and deliver a strategy for energy-related development coordination with specific focus on delivering on the Developers' Principles of Engagement.
  - Maintain up to date information and timetables about current, proposed and planned renewable energy projects in the area, in the context of medium and long term national strategy.
  - Support developers to understand benefits of collaborative working in East Lothian.

**3. Liaison with local groups including the Traffic and Biodiversity Liaison Groups**

- Schedule, co-ordinate and attend meetings and briefings with relevant parties to identify and progress areas of opportunity and concern.
- Review and compare individual proposed project transportation plans to identify potential areas of conflict and also opportunities for shared methods of working.
- Gain understanding of overarching traffic management processes and how these will interact with energy-related development construction plans.
- Seek alignment between developer's biodiversity net gain commitments and local aspirations for the natural environment.

**4. Implement effective communications process**

- Identify the most effective methods for communications that are both cross-developer and cross-communities.
- Maintain and update the East Lammermuir Developments website, adding new functionality when required/where feasible.
- Investigate digital solutions for visual representations of combined works schedule and integration into mapping tool.
- Facilitate stakeholder workshop sessions and public cross-development events

**5. Bring a focus on Net Gain for East Lammermuir including community benefits and potential community ownership opportunities, as well as a lasting legacy of improvements across and beyond the local area.**

- Building on the Local Place Plan (2024) develop a shared understanding of the Just Transition with local communities, identifying what will constitute "leaving East Lammermuir better than you found it".
- Work tirelessly to ensure that transmission owners and developers working in East Lammermuir understand and buy into this approach and review their proposals to seek to include tangible local improvements wherever possible.
- Discuss potential community benefits and community ownership as part of all relevant interactions with communities, council and developers/transmission owners.
- Work with community associations, parish welfare association, community council, Association of East Lothian Community Councils, and other relevant bodies to ensure an effective, efficient and manageable arrangement for making decisions about allocation and management of any community benefits that is sustainable for the long term.

## Person Specification

### Education / Experience/Education

- Three years relevant experience, with a proven track record of effective stakeholder management and community engagement.

### Specialist Expertise

- Proven expertise in leading effective relationships with stakeholders with experience of building and sustaining multi-stakeholder relationships.
- Experience in managing relationships and communications related to community issues, with a focus on building cohesion between a range of stakeholders, and in reaching solutions.
- Strong analytical and critical thinking skills, with proven application in community-led contexts.
- Tenacity and ability to influence and negotiate with stakeholders and partners towards shared outcomes.
- Ability to conduct research and analyse data to inform communication strategies.
- Familiarity with planning system for net zero projects in Scotland would be advantageous, including Policy 3 of National Planning Framework 4.

### Interpersonal, Communication and Management Expertise

- Excellent interpersonal and communication skills, highly competent in bringing data to life in both verbal and written communication.
- Capable of developing trusting, collaborative and effective relationships with external stakeholders
- Skilled at working in evolving situations, and able to think laterally about how to move work forward.
- Ability to plan and manage workload effectively.
- Ability to work autonomously

### Digital Expertise

- Capable in the use of a range of digital platforms for productivity, management, and delivery of the role, with a particular focus on MS Office suite and relevant communications platforms and tools.
- Wordpress, web and social media
- Capable in project management skills, including use of related digital platforms.

### Flexibility and Eligibility

- Eligibility to work in the UK.
- Able and willing to work flexibly, including some evening and occasional weekend work.
- Able and willing to travel for work with access to transport for getting to remote and rural areas not served by bus/rail.

## The benefits of working with Foundation Scotland

In addition to a sense of fulfillment and an opportunity to meet a wide range of people, Foundation Scotland offers the following benefits:

- A progressive pay system with benchmarked annual increases
- Life Assurance at 3 times annual salary
- Defined contribution scheme with 6% employers' contribution
- MS Office license to use on a personal device while employed by Foundation Scotland
- 35 days annual leave [all public holidays are taken from this allowance] [pro rata]
- Training and development opportunities
- Working pattern flexibility and homeworking
- Employee Assistance Plan
- Equivalent 2 days paid to undertake volunteering opportunities

The role level is defined at Adviser Grade E (of 10 grades).

## Foundation Scotland Communities Team

This is a new role that will be hosted within the Communities team. The team has particular expertise in designing and delivering place-based funds linked to geographic areas and where decision making is usually devolved to residents. The local decision makers bring deep knowledge of their community and its needs and aspirations. We bring fund distribution expertise, and administrative and governance support.

Our team is based across Scotland, recruited for their expertise in facilitation and fund distribution, informed by a practical understanding of community development principles.

We steward many community funds across Scotland on behalf of a wide range of donors. We cultivate strong relations with communities and donors, test different approaches and practice and share learning to influence practice and policy. Our work has focussed on the renewables sector, where we develop and share best practice and learning about community benefit funds from net zero projects.

Our approach takes a long-term view, promotes, and harnesses community strengths and supports decision-making processes that are inclusive, accessible, accountable, and community-led.

With this role, our experience will help inform discussions and processes to realise the best benefit for the East Lammermuir communities though we will not be seeking to then manage any community benefit funds arising from the current crop of proposals.