



## Project Trustee

**Location:** Alton and surrounding area

**Time Commitment:** Approx. 4–6 hours per month

**Term:** 3 years (renewable)

**Role:** Voluntary

### Purpose

The Project Trustee supports the delivery of Energy Alton's energy efficiency and renewable projects. The role focuses on keeping projects organised, on track, and aligned with our mission to create healthier, more affordable, low-carbon homes.

You will provide practical oversight and guidance, helping ensure projects deliver real benefits for local residents.

### Key Responsibilities

- Support the planning and delivery of projects.
- Provide guidance and constructive challenge to project leads.
- Identify risks and opportunities and support solutions.
- Report progress to the Board of Trustees.
- Promote good governance, safeguarding, and health and safety.

### Person Specification

#### Essential

- Strong organisational and planning skills.
- Experience in project or programme coordination (paid or voluntary).
- Interest in energy efficiency, sustainability, or community projects.
- Good communication and teamwork skills.
- Commitment to Energy Alton's mission.

#### Desirable

- Experience in construction, housing, retrofit, or energy projects.
- Knowledge of grant-funded work.
- Experience working with volunteers.

### What You'll Gain

- The opportunity to improve homes and reduce fuel poverty.
- Board-level experience in a local environmental charity.
- The chance to shape practical, impactful projects.
- Personal and professional development.