

Project 3 – REAP Scotland

Closing date: Sunday 26 May

Interview Date: Tuesday 4 June

Introduction

REAP CORPORATE AIMS

1. Promoting sustainable development
2. Helping communities to take action on climate change.
3. Building community capacity
4. Helping vulnerable households with energy saving advice with the aim of reducing high energy bills
5. Promoting energy efficiency in homes through retrofit, including through insulation, and other energy efficiency measures such as energy efficient windows, doors, boilers and heating systems.
6. Tackling inequalities e.g. tackling mental health issues through the therapeutic garden, and fuel poverty through our energy advice projects.
7. Promoting growing of local food with the aim of achieving food sufficiency so that rural communities in Moray have sufficient, safe and nutritious food for an active and healthy lifestyle.
8. working together with other local organisations to promote a “joined-up” or integrated approach.

REAP CURRENT PROJECTS.

1. Energy saving advice.
2. Community growing
3. Community hub.

Job Description

Main Purpose of the Role

At REAP we are passionate about addressing the challenges that Moray faces, including those related to rural poverty, inequality, affordable energy, climate change and community capacity, positioning Moray for a sustainable future. To this extent, we want a blueprint to achieve a better and more sustainable future for rural communities in Moray which will position Moray to meet the Scottish government’s net zero target by 2045.

Outcomes:

1. Develop a sustainable development plan that allows REAP to continue to provide and develop its services to local communities in the future.
2. Develop a sustainable development blueprint for Moray and how REAP with its aims fits into that.
3. Recommend project ideas.

4. Incorporate Sustainability Resource Centre for our community hub.
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Deliverables:

- Conduct / review REAP corporate ethos.
 - Research similar organisations in Scotland or the UK, to find out whether they have sustainable development plans in place and to what extent various aspects of their plans would fit, or not fit, with REAP aims and/or the proposed blueprint.
 - Draw out information on the different inclusion challenges and challenges relating to local area types (e.g. rural/urban, etc.) and proffer solutions to those challenges.
 - Recommend ideas to promote the blueprint once finalised.
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To achieve these goals, we expect the students to:

- Demonstrate understanding of the project aim.
 - Show great attention to detail.
 - Identify gaps in the aims and recommend further relevant aims.
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To achieve the project's ambitious goals, we anticipate the students will complete the following tasks:

1. **Project Planning:** Outline the project's scope and define its key stages. This will include establishing a timeline and assigning responsibilities among team members.
 2. **Extensive Research:** Study the latest trends, strategies, and best practices in sustainable business. Review existing sustainability audit models and frameworks. Identify the common challenges small local charities like REAP may face when trying to implement sustainability measures.
 3. **Content Generation:** Write clear, concise, and actionable guides on developing a sustainability blueprint, understanding different sustainability frameworks, and transitioning towards sustainable practices.
 4. **Resource Development:** Create comprehensive, user-friendly checklists and audit templates that REAP can download and use internally as well as share with partner organisations in the community. Where possible, design these resources to be interactive to enhance user engagement and effectiveness.
 5. **Project Management:** Regularly track the project's progress and ensure all milestones are met within the agreed timeframe.
 6. **Presentation and Documentation:** Present the final resources and guides in a manner that is visually appealing and easy to understand. Document the entire process from start to finish, highlighting the challenges faced, solutions developed, and key learnings for future reference.
 7. **Awareness Creation:** Draft a communication strategy to spread the word about the blueprint, and promote the importance of sustainability.
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Skills the Students will be using on the Project:

1. **Research Skills:** Learners will develop robust research skills as they investigate the latest trends and strategies in sustainable business..
2. **Critical Thinking:** The process of analysing various sustainability practices and frameworks will enhance learners' critical thinking abilities, as they identify what would work best for a rural community like Moray.
3. **Content Creation:** Creating informative and engaging guides, resources, and checklists will allow learners to improve their written communication and content creation abilities.
4. **Project Management:** Managing the various stages of the project, from planning and execution to monitoring and completion, will provide learners with valuable project management experience.
5. **Collaboration:** Working as a team to achieve a common goal will improve learners' abilities to collaborate effectively, fostering skills such as communication, problem-solving, and conflict resolution.
6. **Sustainability Literacy:** Learners will gain in-depth knowledge about sustainability practices, enhancing their sustainability literacy and preparing them for future roles in this field.



7. **Data Analysis:** By testing the developed resources and evaluating their effectiveness, learners will acquire and enhance their data analysis skills.
 8. **Creativity and Innovation:** The development of user-friendly, engaging resources and checklists will foster learners' creative thinking and innovation skills.
 9. **Presentation Skills:** Presenting the final resources and guides, as well as documenting the entire project, will provide learners with valuable experience in professional presentation and documentation. This will also be supported via the weekly check-in meeting with REAP as the "client" in this project.
 10. **Communication Strategy Development:** Crafting a strategy to spread awareness about the blueprint will enable learners to develop strategic communication and marketing skills.
 11. **Stakeholder Engagement:** Soliciting feedback from ourselves as the stakeholder and incorporating this input into the resources will enhance learners' stakeholder engagement skills, teaching them to work effectively with diverse groups and individuals.
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Terms of Appointment

- **Contract Type:** Fixed Term for 8 Weeks
- **Hours of Work:** 10 hrs/week
- **Salary:** Real Living Wage
- **Location:** Remote