



Are you ready to join an inclusive workplace that values diversity and collaboration? We are currently recruiting Community Officer.

This is a part time (3 days per week), Fixed term contract for 2 years. The role is located in Ingham and you will be required to travel to out project sites.

About Us

Our organisational culture is central to our success, and our pillars of character drive everything we do:

Speak up - Make a difference. The biggest challenge humanity faces need big brains, big voices, and fresh perspectives. **Respect expertise** - Listen and learn, always. Ability trumps hierarchy. Share smarts and contribute. **Prove it** - Science and business do not progress on assumptions. The problems we are solving deserve robust justification. – **Collaborate** -Our skills mix is our superpower. Democratise knowledge, multiply capacity.

Windlab is the 100% Australian global renewable energy company championing the nation's clean energy transition.

We exist to go big on renewables. Fully integrated across the entire renewable energy value chain, Windlab uses world-leading science to find, construct and operate Australia's top-performing renewable energy projects. With almost 24GW currently in development or under construction, and our sights set on our five-year 10GW plan, Windlab has the science, skills and the financial backing required to deliver our ambitious pipeline and **make fossil fuels obsolete**.

About the Role

The Community Officer is responsible for the development and implementation of Windlab's community relations and community benefit activities to support the delivery of Windlab projects.

Duties include:

- Support the Community Engagement Team to plan, implement, and report on communication and engagement strategies.
- Cultivate and maintain relationships with community representatives, groups, organisations, and key stakeholders.
- Assist in the planning and execution of engagement activities, including council briefings, community sessions, and sponsorships and donations outreach.
- Develop, print, and distribute communication materials, including community notifications, web content, flyers, newsletters, and social media updates.
- Help monitor community interests and stakeholder perspectives, evaluate risks, and suggest mitigation measures to manage local issues.
- Ensure timely and coordinated management of community engagements activities.
- Manage enquiries and complaints, including after-hours support.
- Work closely with construction teams to escalate and manage issues.

Who we are looking for!

We are seeking a passionate individual who is dedicated to making a positive impact in the field of renewable energy. As a team player, you will strive for excellence in all your endeavours. Your exceptional communication and active listening skills allow you to effectively engage with individuals from diverse communities, demonstrating empathy. With your strong interpersonal skills, you can successfully collaborate with a wide range of stakeholders.

You will have previous experience within a community engagement, customer service and/or communications related construction or infrastructure projects. It is also desirable to have experience working remotely and understand the issues facing rural and regional communities.

What we offer

- Employee Assistance Program
- Educational Sessions offered throughout the year.
- Extended Caring and Bereavement Leave
- Me Days – 2 additional days per year that you may take whenever you like.
- \$1,500 annual reimbursement for any financial planning sessions you may attend.
- Up to \$1,000 professional membership reimbursement
- Further education - up to \$15,000 financial assistance and 2 weeks study leave each year.
- Up to \$1,000 reimbursement for physical exercise pursuits per annum
- Refer a friend bonus.
- Novated Car Lease
- 20 weeks paid parental leave for primary and secondary carers.
- Corporate Volunteering – 2 days per calendar year to volunteer for a recognised non-profit organisation.
- Group Volunteering – organised by Windlab.
- Workplace Giving – we will match your contribution donated up to \$500 per annum. There are 6 charities to choose from.
- Buddy Program – all new employees are teamed up with a more experienced employee to help them through their 3 months.

Don't miss this chance to be part of a vibrant and forward-thinking team! We can't wait to welcome our newest team member. Apply now!

Please click [HERE](#) to apply.

- Applicants are encouraged to apply at their earliest convenience. Windlab will remove this advertisement if the position is filled.
- Successful applicants must be eligible to work in Australia and agree to provide information for pre-employment checks if required for the position (which may include police record checks).

***We are Proud to be recognised as an employer of choice for women by WORK180.
We are a 2023 Circle Back Initiative Employer – we commit to respond to every applicant.***

At Windlab we value the expertise and experience that each individual brings to our workplace. If there is a better way, a fresh perspective, or a counterpoint then we want to hear about it. We like to share knowledge, test thinking, bring the community into the process and ultimately multiply capability. We are looking for people from all backgrounds to join our team and help us make renewable energy cheaper, easier, and more reliable. We encourage people from diverse backgrounds including women, Aboriginal and Torres Strait Islanders, people of all backgrounds, ages, sexual orientation, and those with disabilities to apply.

Strictly No Agencies

