

<b>Company</b>	Copper Consultancy
<b>Job Title</b>	Lead Community Liaison Officer
<b>Location</b>	Norfolk
<b>Salary</b>	£35,000.00 per annum
<b>Employment Type</b>	Full time Monday to Friday (this role will involve some occasional evening and weekend working)
<b>Employment Period</b>	12-month rolling contract throughout 4 year construction period.
<b>Area</b>	Community Engagement
<b>About the Project</b>	
<p>In August 2015, Ørsted acquired the rights to develop the Hornsea Zone from SMart Wind Ltd, who were originally awarded the zone in The Crown Estate Round 3 bid process. To date, Hornsea One and Hornsea Two have both received planning consent, with Hornsea One now operational and Hornsea Two nearing completion of construction.</p> <p>On 14 May 2018, Ørsted submitted a Development Consent Order (DCO) application for a third project in the zone, <b>Hornsea Project Three Offshore Wind Farm</b>.</p> <p>The application was accepted by the Planning Inspectorate in June 2018 and was granted consent by the Secretary of State for the Department for Business, Energy, and Industrial Strategy on 31 December 2020.</p> <p>The wind farm will be capable of generating at least 2,852 MW of green electricity, enough to meet the average daily needs of approximately 3.2 million homes.</p>	
<b>About WSP</b>	
<p>WSP is one of the world's leading engineering and professional services firms and includes the delivery of engagement and communication on infrastructure projects around the world.</p> <p>On behalf of Orsted, WSP leads the engagement and communication on the Hornsea Three project with the support of Copper Consultancy</p>	
<b>About Copper Consultancy</b>	
<p>Copper Consultancy was established to build understanding and enable engagement around the world of infrastructure and development. Copper Consultancy is working with Ørsted and WSP and this post will be directly employed by Copper Consultancy.</p>	

### **About the Role**

We're looking for a Community Liaison Officer (CLO) for our Hornsea Project Three Offshore Wind Farm.

The Community Liaison Officer will act as an interface between the local community and Hornsea Project Three. This role will be an external facing role, acting as the first point of contact on behalf of the project within the local community, working closely with the assistant CLO.

We want to hear from people who have an interest in and deep understanding of community relations, who are strategic in their thinking and creative in their approach. We're seeking someone who has a real passion for building and maintaining meaningful relationships with communities.

### **Responsibilities**

- Stakeholder Enquiries
  - o First point of contact to respond to community enquiries, concerns and complaints
  - o Handling all telephone, email and written enquiries on the subject of onshore construction activities
  - o Proactively engaging with members of the community impacted by the project to build positive working relationships
  - o Timely notification of potential stakeholder issues to the Stakeholder Manager, Project team and contractors
- Communications Log
  - o Management of communications log of all contact with external stakeholders
- Community Relations
  - o In collaboration with the Stakeholder Manager, actively build positive relationships with our external stakeholders
  - o Reviewing notifications to the community of construction activities
  - o Responding to queries received on the community email address
  - o Visiting stakeholders to discuss concerns
  - o Organising, managing and attending community meetings to update local communities about the project
- Project Liaison
  - o Being an active participant of the onshore construction project team (based at site) in order to be aware of what works are ongoing and forthcoming and how this might impact our stakeholders
  - o Coordinating communications with the wider construction team and contractor, chasing the team for the latest project details and management of circulating responses to stakeholders in a timely manner
  - o Building relations with Community Liaison Officers of other neighbouring projects and working collaboratively, where possible
- PR/Media
  - o Reviewing and managing Coordinating production of information for the community newsletter and website with internal stakeholders and designer, including gaining internal and external approvals
  - o Coordination of community updates
- Events
  - o Assisting with planning and attendance at community events
  - o Promoting the Project's involvement in community events internally and externally
- Other potential tasks

Senior CLO ROLE V1

- Management of opportunities for sponsorships of local interests and outreach
- Hosting external stakeholders and community groups visiting the project, site office etc as agreed with Ørsted
- Supporting the Project team, Stakeholder Relations team and the Communications Support Agency with administrative tasks when required
- Delivering activities in line with Ørsted's five guiding principles which serve as a compass for the way we work as a company

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