

# Trydan Gwyrdd Cymru

## Candidate Information Pack

**Project Technical Coordinator**  
Hybrid / Full-time

Noon 2 April 2024

Reference: TGCTC



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# Welcome from Welsh Government

Dear Applicant,

Thank you for expressing an interest in applying for this position with Trydan Gwyrdd Cymru. In October 2022 we announced that Wales would establish a publicly owned renewable energy developer. This is a long-term sustainable investment funded by Welsh Government that intends to put net zero and the communities of Wales at the heart of the transition required to address the adverse effects of climate change.



We aim to have more than one gigawatt of locally owned, locally generated clean energy by 2040. The new state-owned energy developer will scale up the rollout of renewable energy projects across the Welsh public estate, principally through onshore wind and solar PV technologies. We have a genuine opportunity here to produce an income that will be reinvested in improving people's lives in Wales as well as creating good quality, clean energy jobs. This new company will drive a new approach to delivering benefits from renewables that really make a difference to communities. The current cost of living crisis underlines the importance of energy in our society and involving people in developing different models of benefit sharing will be crucial to the company's success.

As a newly created company, we are now looking to recruit two technical coordinators to work as part of a small team responsible for designing and delivering a pipeline of renewable onshore energy projects. Full details of the job requirements are set out within the job description and person specification. In return we offer a competitive remuneration package and benefits.

This role is ideal for people who are passionate about developing their career in the fast changing renewable energy market. If you feel you have the skills and are able to meet all the essential criteria for the role we would be very interested to hear from you. I hope you find the information contained within this candidate pack useful and that you will be inspired to seek to join us.

A handwritten signature in black ink, appearing to read 'R. Evans'. The signature is stylized and cursive.

Richard Evans  
**Chief Executive Officer**

## About us

Welsh Government's publicly owned renewable energy developer, Trydan Gwyrdd Cymru will deliver its strategic objective to accelerate the development of renewable energies on the Welsh Public Estate.

The overarching strategic objective for the company is to realise the ambitions of the Welsh Government by delivering one gigawatt of new locally owned renewable energy by 2040. This will be achieved by moving from the current delivery model, where public land is leased to commercial developers, to a model where Welsh Government takes a lead role in developing a portfolio of projects on the public estate. This will ensure the financial value of these projects is retained in Wales and their outputs, both directly and indirectly, contribute to delivering wider economic, social and environmental benefits for the people of Wales.

## Our aim

Our ambition is for Wales to be a globally responsible nation<sup>1</sup>.

*“Our vision is for Wales to generate renewable energy to at least fully meet our energy needs and use surplus generation to tackle the nature and climate emergencies. We will accelerate actions to reduce energy demand and maximise local ownership retaining economic and social benefits in Wales”.*

## Current position

Transitional arrangements are in place to formally establish the company which has an expected launch date of 1<sup>st</sup> April 2024. An initial management team was formed in November 2021 with representatives from Welsh Government, Local Partnerships, Carbon Trust and the Energy Saving Trust. Last year we embarked on a series of recruitment campaigns which saw us successfully appoint our new CEO, Richard Evans and our Chairman, Llyr Roberts. We are also pleased to have been able to secure appointments to several other key roles including Development Director, Head of Public Involvement and a team of Project Managers.

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<sup>1</sup> [Renewable Energy Deep Dive 8<sup>th</sup> December 2021](#)

Key areas of work have focused on defining the ways of working, carrying out early feasibility work on pilot projects, planning resources for the review of the Welsh public estate and developing a procurement strategy.

An [Interim Board](#) was established in January 2022 which includes membership from Welsh Government Treasury, Climate Change and Rural Affairs, Finance, Local Government, Natural Resources Wales (NRW) and non-executive directors from the community energy and commercial energy development sectors.

We expect to transition to the permanent Board by the end of March 2024.

## Location

The company will operate using a hybrid model where staff will spend a proportion of their time working from home. Meetings and other joint activities will be hosted from time to time by Welsh Government at various office locations across Wales. The Company's Head Office will operate out of Merthyr Tydfil. The role holder will need to be flexible as the job will require travel from time to time within the country.

## Further information on Trydan Gwyrdd Cymru

Further information can be found on Welsh Government/Llywodraeth Cymru: [gov.wales/environment](http://gov.wales/environment) and [climate change/low carbon energy/locally owned renewable energy](http://gov.wales/climate-change).



# About the role

## Job purpose

The Project Technical Coordinator provides technical support for renewable energy projects, primarily in the design and permitting phases. This includes layout design and optimisation, and resource and yield assessment. The focus of the role will be on supporting large-scale onshore wind developments across the Welsh Government Woodland Estate, managed by Natural Resources Wales (NRW), although solar PV projects could be added to the portfolio.

Technical and environment assessments would be undertaken by third parties with relevant expertise. The Project Technical Coordinator's role would be used to the results of these third-party assessments to update provisional layouts accordingly, accounting for information regarding additional constraints already gathered. Detailed design would be undertaken by civil design engineers but informed by the information provided the Technical Coordinator.

## Organisation Context

The role will report to a Project Manager and will work closely with a small team of Project Managers and technical and engineering colleagues in delivering a pipeline of renewable energy projects.

## Key Accountabilities

Working with the Project Managers, lead on the technical aspects of project development, supporting the successful delivery of projects through the design and permitting phase. Your key tasks and responsibilities:

- ❖ Manage the technical workstreams, in support of the Project Manager, during the development phase of the renewable energy projects.
- ❖ Data management and quality control throughout the development phase of each project.
- ❖ Energy yield assessments (including wind resource analysis) to inform design development and commercial outputs.

- ❖ Support with the development of design work for onshore renewable projects, including constraints analysis, the preparation of technical drawings, and dissemination of technical information to the wider project team.
- ❖ Support other units in Trydan Gwyrdd Cymru, as required, with technical competence and understanding.
- ❖ Participate in interactions with wind turbine suppliers to ensure best market knowledge.

## Person specification

### Essential skills and experience

- ❖ Educated to degree level in mathematics, engineering, physics, renewable energy, Geographical Information Systems (GIS), or a related discipline.
- ❖ General understanding of the development process for onshore wind projects, including constraints analysis, civil engineering, and grid connection processes.
- ❖ Commercial acumen and understanding of renewable energy business models and cost of energy drivers.
- ❖ Experience of working with GIS software (e.g. Arc\GIS) and wind modelling software (e.g. WindPro).
- ❖ Proactive and solution-oriented with attention to detail.
- ❖ Excellent technical written and verbal communication skills.

### Desirable qualifications, skills and experience

- ❖ Ability to speak Welsh or a willingness to learn would be desirable.

## Terms and conditions of appointment

- ❖ Salary: Competitive
- ❖ Job Type: Permanent
- ❖ Hours per week: Full time – 37 hours per week
- ❖ Annual Leave: 28 days raising to 29 days after two years' service and 30 days after three years' service
- ❖ Public Holidays: 8 days per annum

## Other benefits

Defined contribution pension scheme  
Flexible working

## Indicative timeline

Applications must be submitted no later than noon on 2 April 2024. Those applicants selected to attend for interview should hear via email by 8 April 2024. Any applications received after the above closing will not be considered.



## How to apply

To apply for this position, please provide the following:

1. A comprehensive CV setting out your career history with key responsibilities and achievements and details of your current remuneration package.
2. A supporting statement of no more than two sides of A4, explaining how you believe your skills and experience match the leadership and role-specific requirements of the post as outlined in the person specification. Please note that the covering letter is an important part of your application. Please ensure you include a valid email address and telephone number in order for us to be able to contact you.
3. Details of two professional referees together with a brief statement of their capacity and over what period of time they have known you, one of whom is expected to be your current or last employer. Referees will not be contacted without your prior consent.
4. A completed diversity monitoring form.
5. On finalising your application, preferably in MS Word format, please forward to the following email address: [YmatebionYnni-EnergyResponses@gov.wales](mailto:YmatebionYnni-EnergyResponses@gov.wales)

## Further information about this role

If you have any queries about any aspect of the appointment process, need additional information or wish to have an informal and confidential discussion, please email [YmatebionYnni-EnergyResponses@gov.wales](mailto:YmatebionYnni-EnergyResponses@gov.wales) to request a call and we will be pleased to get back to you. We will respect the privacy of any initial approach or expression of interest in this role, whether formal or informal.

## Equality and diversity

We are committed to creating an inclusive working environment for everyone. We especially encourage applications from all underrepresented groups. We do not discriminate on the basis of age, race, religion, colour, national origin, gender, marital status (including equal, same sex marriage or civil partnership), sexual orientation, or disability.

If you have an impairment or disability and need to discuss reasonable adjustments for any part of this recruitment process, or wish to discuss how we will support you if you were to be successful, please email [YmatebionYnni-EnergyResponses@gov.wales](mailto:YmatebionYnni-EnergyResponses@gov.wales) as soon as possible and a member of our team will contact you to discuss your requirements and address any questions you may have.

## Welsh language

Wales is a bilingual country, with both Welsh and English used routinely in our daily lives and workplaces. Applications for any post can be submitted in either Welsh or English. Applications submitted in Welsh will not be treated less favourably than applications submitted in English. You can also request an interview through the medium of Welsh. If you would like your interview to be conducted in Welsh, please include your request in your covering letter.

## Data consent

We will process the data you provide to us in applying for this role as necessary for the performance of this task, which is carried out in the public interest. We will also share the data with any third-party data processors engaged on our behalf to deliver the recruitment service. More information is available here: [Gov.wales/welsh-government-privacy-notice](https://gov.wales/welsh-government-privacy-notice)

# Diversity monitoring form

Trydan Gwyrdd Cymru is committed to valuing equality and diversity for our workforce. To ensure these objectives are fully met, it is essential that we monitor our recruitment and selection procedures. Therefore, we would like you to complete the attached questionnaire.

## Purpose and Benefits

We need to find out whether our policy is working in practice and ensure there is no discrimination in the way that we appoint and promote staff. The purpose of monitoring is to identify trends that indicate problems, so that we can remedy them in order to provide a fairer and more effective appointments process for all applicants.

## What happens to the information I supply?

- Any information provided will be treated in **strict confidence** and will not affect your application in any way.
- The data will be used to produce statistical reports. These comprise a series of anonymous figures, by which we can monitor our applicant numbers and the outcomes of our recruitment and selection processes.
- Only those monitoring job advertising will have access to the data. The information collated will be used entirely anonymously, but names are included on forms to enable cross-checking between the forms and the paperwork to be undertaken by our recruitment professionals.
- Staff involved in sifting and interviewing for the post will **not** see your questionnaire.
- The information collated will not lead to a quota system nor be used against any particular group.

## Helping us to help you

Your co-operation is much appreciated; please help us to improve equal opportunities. We strongly encourage **all** applicants to complete, save separately and return the attached questionnaire together with the other sections of your application documentation.

We thank you for your co-operation.