



GREEN DOCTOR

TRAINEE



**GREEN
DOCTOR**



ABOUT

THE GREEN DOCTOR

Thank you for your interest in becoming a Green Doctor Trainee.

Groundwork's Green Doctors help UK residents stay warm, stay well, and save money on household bills. We visit vulnerable people in their homes, offering free, impartial advice and installing energy saving measures to help them take control of their bills, save energy in the home, and access other services and initiatives available.

We work with public and private partners to ensure support reaches those who need it most in local communities.

With support from the Cadent Foundation, Groundwork has established the **Green Doctor Academy**, in order to attract diverse talent to take on Green Doctor roles, and to provide paid work placements, training and qualifications for people who are new to the sector.

>> We are now recruiting Green Doctor Trainees to take part in a paid, 12-month work placement via the Academy.

The work placement is designed to provide the training, skills and experience needed to deliver energy efficiency advice and to support people who need it most in your local community.





This is one of up to 10 placements that will be created across England. **No experience is necessary** – just an appetite to learn, a motivation to help others, and an interest in pursuing a career in this field.

Although the Green Doctor Academy is open to all, we're particularly interested in receiving applications from people who are from ethnically diverse backgrounds, who are living with a disability, are from low-income households, or are not currently in employment.

You will receive a good wage from a placement that helps the environment and provides support to people who really need it. There'll be opportunities to learn about potential careers in the environment sector and to connect with the other people working in Green Doctor roles across the country.

This is a unique opportunity to try something new and to take a first step on a career path where you can make a real difference.
The environment sector needs you!

- Find out more about Green Doctors on our [website](#).
- See the difference Green Doctors makes [here](#).
- Read what is like to be a Green Doctor [here](#).

ABOUT

GROUNDWORK FIVE COUNTIES

OUR VISION

Empowering PEOPLE to live more sustainable lives, to enjoy and love their PLACES and to protect our PLANET so that together we can all flourish.

ABOUT US

We are part of a federation of Groundwork charities across the UK and internationally.

The Groundwork federation supports local communities and businesses to build capacity and resilience. This is vital if we are to tackle hardship, achieve a just transition to net-zero and help nature recover in a way that reduces inequality and leads to better work and healthier, happier lives.

In 1990, our Trust was established under our former name of Groundwork Greater Nottingham.

Recently, we have expanded our reach to include Derbyshire, Leicestershire, Lincolnshire, Nottinghamshire and Rutland - and changed our name to Groundwork Five Counties to reflect this.

The principle of creating dynamic partnerships for action is still at the heart of our approach.

 **PEOPLE | PLACE | PLANET**





Photo by Plumb Images



FLEXIBLE WORKING



VOLUNTARY PENSION SCHEME



SICK PAY ENTITLEMENT



CHILDCARE VOUCHER SCHEMES



STAFF GROUPS AND WELLBEING



TRAINING AND SUPPORT PROVIDED BY THE TRUST
AND FORMAL TRAINING



HOLIDAY ENTITLEMENT 28 DAYS + 8 BANK HOLIDAYS
PRO RATA

RECRUITMENT PROCESS

APPLICATION

You can apply for this placement via the MS Word document.

If you would prefer to complete your application on a different format, or if you have any questions about the application process, please contact: gwfcruitment@groundwork.org.uk

We are a disability-confident employer and encourage applicants with disabilities to alert us alongside their application, to enable us to guarantee interviews for all disabled candidates who meet the person specification.

We will also discuss any reasonable interview or workplace adjustments with you.

If you would like to know more about the role before applying, please contact us via the details above.

INTERVIEWS

We will contact you to let you know whether you have been shortlisted for an interview.

Interviews last approximately an hour and we aim for an informal format.

All candidates will be provided with the topics for discussion and further information beforehand.

If you have any questions about the interview process, please contact us via: gwfcruitment@groundwork.org.uk or call Dawn on 07850 503161.



SAFEGUARDING

We commit to doing everything we can to ensure the safety of those involved in our projects, programmes and services. Our safeguarding team ensures that our safeguarding policy and practices are rigorously implemented and continually reviewed and improved.

Our safer recruitment practices help us to ensure that we recruit colleagues who share our high standards and expectations.

All job offers are conditional on the receipt of satisfactory references. This role will require a Disclosure and Barring Service (Criminal Records Bureau) check.

We are also obliged to confirm your identity and obtain proof of your right to work in the UK. We ask all staff to undertake safeguarding training when they join us.

ROLE DESCRIPTION

Placement title:	Green Doctor Trainee
Organisation:	Groundwork Five Counties
Contract type:	12 months, fixed term
Number of hours per week:	35 hours per week
Working pattern:	Full time, flexible working
Hourly rate of pay	£12.60
Responsible to:	Michelle Baron, Delivery & Partnership Manager Michael Blackham, Green Doctor Team Leader
Location:	Lincolnshire
Anticipated Start Date:	December 2025

The Green Doctor Trainee will work alongside our experienced Green Doctors (Groundwork community workers with specialisms in providing energy advice) to help residents use energy efficiently, reduce bills, and to stay warm and well in their homes.

The role will include supporting customers by telephone, travelling extensively in the local area to deliver home energy visits, fitting small energy-saving measures (sometimes involving working at height), and taking part in promotional activities to spread the word about our service.





You will learn how to use equipment and tools, gather and record data accurately, and ultimately provide high-quality advice to help people who are most in need.

We are seeking an individual who is motivated to develop a career in the energy advice sector, and who is committed to supporting vulnerable people to act more sustainably, to stay warm and well in their homes, and to reduce their household bills.

The ideal candidate would be approachable, professional and motivated to learn.

We'll help you to gain the technical qualifications, skills, knowledge and experience needed, provided you commit to a structured programme of learning alongside other Trainees.

The role will involve working in communities and supporting vulnerable people in their homes, so interpersonal skills and a commitment to working safely and responsibly will be critical.

As part of a small team, communication and team-working skills will be essential, as well a willingness to travel to support customers within an agreed geographical area.

PERSON SPECIFICATION

We encourage applications from people who can demonstrate:

- Motivation and a willingness to learn
- Interest in local and global environmental issues
- Ability to relate to people from diverse backgrounds
- Confidence when dealing with customers face-to-face and on the phone
- Ability to use own initiative and work as part of a small team
- Time management and organisational skills
- A good understanding of IT (Word/Excel/PowerPoint/Zoom)
- Confident in English and Maths
- Compliance with appropriate background checks

A Driver's License is essential and own vehicle is required due to the geography of the area.

For an entry-level role, the person specification is for guidance, so if you meet the majority of the criteria and/or have transferable skills or experience you think will help you in the role, then please continue with your application.



GREEN DOCTOR ACADEMY

This placement is part of a national Green Doctor Trainee scheme funded by the Cadent Foundation.

Trainees will take part in the **Green Doctor Academy**: a program of training, learning and support.

This will include a period of training, support, and observing colleagues before you take responsibility for your own Green Doctor caseload.

The Green Doctor Academy, provided by Groundwork Manchester, will include a 2-day induction for trainees to understand the role and explore key issues of fuel poverty, energy-saving awareness, climate education and property retrofit.

This is followed by a mixture of face-to-face and online training and opportunities to gain qualifications:

- L3 City and Guilds Energy Awareness Carbon Literacy Certificate
- QNUK Level 2 Health and Safety at Work
- QNUK Level 2 Award in Principles of Manual handling at Work
- QNUK Level 2 Safe Use of Ladders and Stepladders (3 GLH)
- Asbestos Awareness (online module)
Asbestos Awareness - UKATA
- Safeguarding and working with vulnerable residents

To give you an idea of the kind of learning involved in the Green Doctor Academy, Level 2 qualifications equate to a GCSE standard pass (Intermediate GNVQ or BTEC first certificate) and will help you build knowledge in the area.

Level 3 covers more complex work and will help you develop your supervisory skills – this equates to BTEC National Certificate or Vocational A-Level / A-level.

In addition, Groundwork Five Counties will provide a full induction to our organisation and how Green Doctor works across our region. Training and support for trainees will include:

- Line manager support to map and review the goals of your placement
- Informal buddy system during onboarding

Thank you for your interest in applying for a position at Groundwork. We look forward to receiving your application!