

THE EUROPEAN MARINE ENERGY CENTRE
JOB DESCRIPTION AND PERSON SPECIFICATION
HYDROGEN DEVELOPMENT COORDINATOR

Reports to: Commercial Manager

Purpose: Identify, develop, and support opportunities for EMEC to grow its hydrogen and wider decarbonisation-related business streams.

Responsibilities:

1. Work with the Hydrogen Development Manager to secure opportunities for green hydrogen related projects and facilitate project handover to the delivery team, working with colleagues from across the company.
2. Support and from time-to-time lead bid development and proposal writing to help secure the maximum benefits to EMEC, expanding its R&D portfolio.
3. Develop and maintain knowledge of the hydrogen, renewables and wider decarbonisation markets, feeding intelligence into the delivery of EMEC's stakeholder engagement programme and commercial opportunities.
4. Build and maintain strong networks in the hydrogen sector, forming connections between EMEC and key partners through participation and presentations at trade shows, events, and other activities as necessary to promote EMEC.
5. Undertake commercially related delivery activities, feeding into report writing and partner exercises as required.
6. Work in partnership with EMEC clients and other external stakeholders, to pursue repeat business opportunities and deliver creative solutions for existing clients.
7. Ensure that the EMEC Integrated Management System is adhered to and assist the Quality Manager and others with identifying and progressing improvement actions, supporting EMEC's accreditation by the UK Accreditation Service (UKAS) or other relevant body.
8. From time to time carry out other assignments which may differ from the above as instructed by the Hydrogen Development Manager, Commercial Manager or External Relationship Manager.

Reports: There are no direct reports to this position.

Person Specification

Education:

Essential – Educated to degree level in a science, business, or technical subject.

Desirable – Qualification in a discipline related to business, hydrogen, or decarbonisation.

Skills & Knowledge:

Essential – Excellent written communicator and interpersonal relations skills with an ability to adapt information and present it in an advantageous manner. Computer literate in MS Office products. An ability to communicate complicated project ideas in a clear and concise manner using text, images, graphs, project plans and budgets. Ability to link a project to strategic objectives to secure buy in from third parties. Experience at all levels of project delivery from initial research to final deliverable production.

Desirable – Understanding of the renewable energy sector, energy systems monitoring / modelling and energy performance legislation. Specific knowledge of preparing and negotiating contracts along with legal knowledge. Strong commercial understanding and acumen. Knowledge of electricity networks and energy systems. Knowledge of hydrogen market.

Personal Attributes:

Essential – Self-motivated, able to develop agreed initiatives, owning the task but retaining a strong relationship with the team at EMEC. Positive passion/bias towards zero carbon technologies. Well-developed sense of responsibility and integrity. Ability to establish relationships with people (stakeholders, clients, potential clients) without undermining position for commercial negotiations. Ability to interact well and familiarise with other disciplines, especially technical aspects. Motivated by prospect of achieving commercial success. Strong attention to detail and an ability to follow procedures and processes.

Experience:

Essential – At least one years' experience in a hydrogen or decarbonisation related role.

Desirable – Experience in the offshore renewables, project delivery and a commercially focused role.

Special Conditions Associated with the Role:

1. The role will involve regular UK and overseas travel for business activities.