



Job Description

Energy Systems Data Analyst

Working hours:	1 FTE, 35 hours per week
Department:	Community Benefit
Principle location:	Low Carbon Hub office, Oxford city centre. This role requires regular attendance at our first-floor office, which is currently accessible only by stairs. We welcome applications from disabled candidates and encourage anyone who may require adjustments to the recruitment process or working arrangements to contact us so that we can discuss their requirements.
Salary:	£35,000 plus 4% employers pension contribution
Staff managed:	None.
Benefits:	Generous cycle to work scheme, buy-sell annual leave policy, and flexible hybrid working.
Holiday entitlement:	25 days plus bank holidays
Line manager:	Net Zero Programme Manager

About Low Carbon Hub:

Are you ready to be at the heart of a programme that's transforming how communities engage with energy?

The Low Carbon Hub is a social enterprise that's out to prove we can meet our energy needs in a way that's good for people and good for the planet. The days of fossil fuels are numbered, and the shift to renewable generation is gaining pace giving us the opportunity to reshape the way we manage our energy.

The Low Carbon Hub is a medium-sized energy business, owning a portfolio of renewable installations worth £25m. Our community benefit society structure means that all the profits generated by our portfolio must be used to meet our mission to create a zero-carbon energy system we can all feel good about. We work with communities, local institutions, and local businesses across Oxfordshire to demonstrate in practice how to make that goal a reality.

You can read more about us on our website: www.lowcarbonhub.org

Main duties – Making Data Meaningful:

At Low Carbon Hub, **we're not just talking about change—we're making it happen.**

The Energy Systems Data Analyst will play **a pivotal role in shaping how data drives community-led net zero energy planning.** You'll turn complex local energy, carbon and socio-technical data into clear insights that underpin community action plans, while helping to design and refine our organisation-wide approach to data-led, place-based planning.

This is a role at the **intersection of technical analysis, systems thinking and real-world change.** Working closely with project delivery and community engagement colleagues, you'll ensure that our data is not only robust and credible, but also accessible, meaningful and empowering for non-specialist audiences.

You'll be our **go-to team member for energy systems data** — getting under the skin of datasets, mapping platforms and analytical tools so that our net zero action plans and project coordination are grounded in the best available evidence. Your work will also help us monitor, evaluate and continuously improve our programmes, **generating insights that maximise our impact for communities.**

At Low Carbon Hub, **we're a small but mighty social enterprise. We thrive on agility, adaptability, and impact.** If you share our passion for meaningful change, love working in a fast-paced, ever-evolving environment, and want to be part of a team that's making a tangible difference, we'd love to hear from you.

Ready to drive the future of community energy? **Join us.**

Detailed responsibilities:

1. Data analysis for community action plans for zero carbon energy systems

- Undertake quantitative and spatial analysis of energy systems data (e.g. electricity and heat demand, generation, flexibility, carbon emissions, building stock, transport, fuel poverty and related datasets).
- Analyse data available from, e.g., Electricity Distribution Network Operators' Open Data platforms, digital platforms for Local Area Energy Planning and the Microgeneration Certification Scheme
- Support the creation of community-level net zero energy system action plans by:
 - Identifying current energy use and socio-economic profiles and trends
 - Modelling future scenarios and pathways
 - Combining and analysing data in GIS
- Work alongside community engagement, renewable portfolio and demand reduction project leads to identify priority interventions and system opportunities (e.g. renewables, storage, flexibility, heat decarbonisation, demand reduction).
- Translate national, regional and local datasets into meaningful local insights.
- Contribute to the technical evidence base underpinning Low Carbon Hub's place-based projects and programmes.

2. Support development of methodology for data and place-based work

- Contribute to the development and evolution of Low Carbon Hub's methodology for Community Action Plans for Zero carbon energy systems ("CAPZero").
- Contribute to ensuring our data analysis approaches:
 - Are consistent, transparent and replicable
 - Reflect best practice in local energy systems and net zero planning
 - Integrate technical, social and place-based considerations.
- Help define how data analysis informs the organisation's wider methodology for:
 - Place-based energy planning
 - Community engagement processes
 - Identification and prioritisation of local actions.
- Document methods, assumptions and tools to build organisational capability and learning.
- Keep up to date with emerging tools, datasets, modelling approaches and policy developments relevant to local energy systems.

3. Communicating data to non-specialist audiences

- Work closely with project delivery and community engagement colleagues to communicate analytical outputs in clear, engaging and accessible ways. For example: plain-English summaries; materials for workshops and events.
- Support colleagues in our marketing and communications team to develop visualisations and maps.
- Help ensure that data supports inclusive, informed participation in local net zero planning by looking for ways in which our data analysis can increase fairness and equity in the transition to clean energy.

Other Responsibilities

- Contribute to funding bids and reporting by providing data analysis, evidence and technical input.
- Support monitoring and evaluation of projects by helping define indicators and analysing outcomes.
- Work collaboratively across teams, contributing to a supportive, mission-driven organisational culture.
- Participate in company training and development regarding inclusion and equity and apply this in your role.
- Undertake other duties commensurate with the role.

Essential Skills and Capabilities:

Demonstrable ability to undertake energy systems data analysis

For example:

- Data analysis related to energy systems, carbon, infrastructure, environment or a closely related field.
- Strong analytical skills; demonstrable ability to work with complicated and multi-source datasets.
- Experience using relevant software including GIS and excel.

Collaborative problem solving

For example, a demonstrable ability to:

- **Connect the dots** – Listen actively, understand colleagues' work, and the work of people in our partner organisations' such as network operators and local authorities, and help them achieve their objectives through your data analysis and interpretation.
- **Participate in inclusive collaboration** – approach teamwork with curiosity and humility, valuing diverse perspectives to drive innovation and engagement; take part in training on inclusion and equity and apply this to your work.
- **Curious and methodical**– in particular the ability to work well in a context in which we are continuously developing and improving our methods.

Excellent communications and engagement

For example, a demonstrable ability to:

- Ability to **translate technical analysis into clear insights** for non-technical audiences.
- Excellent written and verbal communication skills. E.g. Use Word, PowerPoint, Canva for professional, on-brand reports/presentations
- Communicate clearly with colleagues across the organisation in order to **help team members understand and make use of data insights**.

Knowledge of Sustainable Energy/Net Zero Technologies and Policy:

Familiarity with renewable energy systems (such as the role of network operators), local energy solutions (from household solar/battery and efficiency measures through to solar farms), and UK low-carbon policy to effectively collaborate with partners and experts.

We welcome diverse backgrounds—some may bring deep expertise, while others may need this requirement by excelling at quickly understanding and applying key concepts. What matters is a willingness to engage with evolving technologies, policies, and risks to support successful project delivery.

Desirable Skills and Capabilities:

Data analysis tools – Low Carbon Hub does not currently, routinely use programming tools such as Python. If you bring these skills this may be advantageous, however you will also need to be able to demonstrate your willingness and ability to take responsibility for introducing these tools to the business in a way that not only realises the benefits, but also addresses the risk of creating a system that is not resilient to changes in roles or team members.

Data management - Familiarity with open data tools in the energy system, data ethics and responsible data use.

Objectives and Key Results - Familiarity with the OKRs system for setting and tracking strategic and change initiative objectives.

Grid & Energy Transition Knowledge – Familiarity with distribution networks, smart grid technologies, flexibility markets, and the evolving policy landscape driving the UK's transition to net zero.

Stakeholder engagement – Familiarity with the challenges and opportunities of working on place-based, community or local authority projects; understanding of participatory processes in community engagement.