

WORK EXPERIENCE WEEK

Collaboration | Empowerment | Innovation | Integrity | Passion

CHANGEWORX.



Collaboration,
empowerment,
innovation, integrity
and passion are the
values which shape
our behaviours
and actions.

Dear candidate

I'm Robyn, Low Carbon Communities Officer at Changeworks, and I'm delighted you're considering coming to join us on our Work Experience Week 27th-31st October 2025.

We believe it is critical that young people are provided pathways to access work opportunities to support Scotland's ambitious sustainability targets. Young people in Scotland are driving the policy and campaigning agenda on the climate, and we want to get you involved in delivering the green economy and a low-carbon society. Changeworks is providing twelve young people from across Scotland with a week-long work experience. We'll provide them with the opportunity to understand how our organisation operates, what it's like to work in this sector and we'll show them the range of services we provide and projects we deliver .

Changeworks mission is to decarbonise Scotland's homes, building on our 35 years of experience in delivering high-impact solutions for low-carbon living. The work experience week is designed to provide an exciting opportunity and insight into the wide range of work available in the environmental sector and to inspire you to consider future low-carbon careers. You will meet and work with a diverse range of staff, hearing about their roles and different pathways to working at Changeworks to support our mission together.

Changeworks is a great place to work. We hold Investors in People Platinum accreditation (something only a few organisations in Scotland have), Investors in Diversity Silver accreditation and are a Disability Confident Employer. At Changeworks, we welcome and encourage applications from everyone.

I look forward to welcoming you to Changeworks Work Experience Week 2025.

Kind regards,

Robyn

Robyn Shaw

Low Carbon Communities Officer

Here are some thoughts from previous Work Experience participants:

“ It was really great, and I met many knowledgeable people. All the staff were great, they shared their experience and life journey and taught us many skills. The work experience itself was truly amazing. I met many pupils around my age, interacting with them and the staff was one of my favourite bits. We also learned about different roles and jobs available at Changeworks and the skills required for it. ”

“ I enjoyed the welcoming, friendly feel and finding out the reality of what work can be like in the environmental sector. ”

“ I have really enjoyed the work experience. I have learnt so much about the variety of jobs in the sector, and the huge amount of work that goes into every project. It has been really informative and fun, everyone who works here is clearly so passionate about their job, it's really lovely. ”

CHANGeworks WORK EXPERIENCE WEEK 2025

The work experience will be offered as a hybrid experience, with mandatory in person days on the Monday, Wednesday (tbc) and Friday at our Edinburgh Office (Orchard Brae House, 30 Queensferry Rd, Edinburgh EH4 2HS).

Reimbursements will be made for any travel costs incurred for the journey to the office on these days. All necessary IT equipment will be provided. Dress code is smart/casual.

Applications

The application window will be open from 03/06/25 until 31/08/2025, with successful applicant spaces confirmed by 08/09/2025. The application will comprise three brief questions, outlining why you would like to participate in the Changeworks Work Experience Week 2025.

You can apply using the QR code below or by typing this link into your phone or computer: bit.ly/CW_workexperience.

Apply for work experience week



If you need this form in a different format that is more accessible to you, please telephone us on 0131 5387 954 or email community@changeworks.org.uk

TIMETABLE (subject to change)

Monday 27th October In person in our Edinburgh office	Tuesday 28th October Online	Wednesday 29th October In person in our Edinburgh office/ Online (TBC)	Thursday 30th October Online	Friday 31st October In person in our Edinburgh office
Facilities & IT Induction 9:30-10:30am Health and safety and set-up of IT equipment for the week.	CARES Workshop 9:30-11:45am Discover how communities across Scotland are delivering their own local renewable energy schemes.	Home Energy Scotland Southeast 9:30-11:45am Listen to Energy Advisors provide advice on energy efficiency, renewables and sustainable transport, and support advisors to create follow up materials.	Highland Energy Community Partnership 9:30-11:30am Work with our Highlands team to experience how collaboration is key for quality home energy improvements and retrofits at a community-scale.	Retrofit Delivery 9:30am-2pm Visit a live site where energy efficiency measures and renewable technology is being installed.
Tea/Coffee Break 10:30-10:45am	Tea/Coffee Break 10:30-10:45am	Tea/Coffee Break 10:30-10:45am	Tea/Coffee Break 10:30-10:45am	
Welcome and Introduction 10:45am-12:30pm Begin with a range of group activities to get to know each other, learn about Changeworks and how the work experience week will run.	Meet the Volunteers 11:45am-12:30pm Meet and chat with our current volunteers to learn about their experiences and benefits of volunteering.	Group check in 11:45-12:30pm Opportunity for the group to check in and discuss how everyone is finding the week so far.	Consultancy Workshop 11:30am-12:30pm Discover consulting and placed-based approaches.	
Lunch 12:30-1:30pm	Lunch 12:30-1:30pm	Lunch 12:30-1:30pm	Lunch 12:30-1:30pm	Lunch 12:30-1:30pm
Directorate and Strategy Talk 1:30-2pm Meet our Deputy Chief Executive to talk about Changeworks' strategic mission and goals	Carbon Reduction Team 1:30-3:30pm Learn about the wider context of climate change and how Changeworks is helping combat this pressing issue.	Marketing and Communications 1:30-4pm Learn about accessibility in creative marketing.	Consultancy Workshop continued 1:30-2pm	Reflection Workshop 2-3:45pm Discuss the experience and next steps to support moving into green jobs.
Low Carbon Communities Workshop 2-4pm Learn about different ways to engage communities to deliver energy advice and carbon savings.	Internal Networks 3:30pm-4pm Engage with our EDI group and internal networks including Women, and LGBTQI+ who support inclusivity in our workplace.		Affordable Warmth Workshop 2:30-4pm Understand fuel poverty and how Changeworks helps those affected.	IT Handback 3:45-4pm Handback of all IT equipment.
Check-in 4-4:15pm	Check-in 4-4:15pm	Check-in 4-4:15pm	Check-in 4-4:15pm	Check-in 4-4:15pm



WHO WE ARE

Changeworks has been leading the way in delivering high impact solutions for lowcarbon living for over 35 years. We work with government, local authorities, housing associations, businesses, community groups and individuals to make it happen.

We work for a positive low-carbon reality for everyone, ensuring a just transition for all towards a green economy and society. This will require a sustainable low-carbon society that seeks to reduce the scourge of fuel poverty. Tackling inequalities is core to this mission, as is addressing high levels of emissions among the most well off.

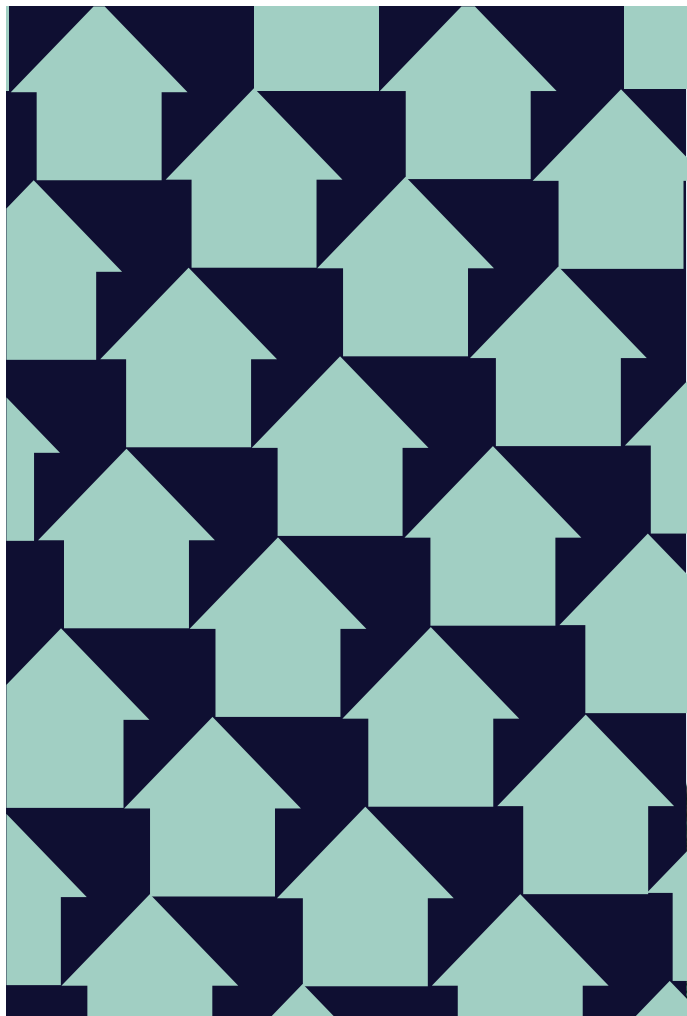
While we believe that individual actions to reduce emissions do make a difference, this action must be dramatically and radically scaled up to avert disaster in the time we have left.

Our commitment to a just transition ensures that we are developing and delivering solutions to benefit all sectors of society, including a focus on those who are suffering from fuel poverty.

We have a strong track record of:

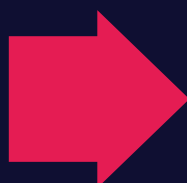
- Working in partnership with others
- Building trust and engagement with communities to inspire action
- Researching and piloting new services
- Scaling delivery to reach more people
- Openly sharing our knowledge and expertise
- Technical and practical experience in the development and delivery of home decarbonisation

Collaboration, empowerment, innovation, integrity and passion are the values which shape our behaviours and actions.



Bruce Wares
Marketing Manager
Home Energy Scotland
13 years at Changeworks

“Changeworks is large enough to make a real, lasting impact on thousands of people and the communities and organisations we work with across Scotland.”



[Read more about Bruce](#)

OUR PEOPLE

At Changeworks, we really value our talented and diverse people. That's why we do everything we can to be a supportive and positive environment that allows them to do their very best for the people we work with. We understand the importance of work-life balance and being flexible. Hybrid working is now the norm for the majority of our staff, with strong flexible working policies to allow people to work in the way that best suits them.

Staff wellbeing is a key priority for us, with a dedicated staff group promoting wellbeing and supporting staff across Changeworks and continually improving what we offer.

The more supported and happy staff feel, the more successful we can be at achieving our mission. And in our annual staff satisfaction surveys, they tell us they feel it too – the latest survey found that nearly 86% of staff felt supported by the organisation, 89% agreed that they approve of the company culture, and 88% are proud to work for Changeworks.

We also provide good opportunities for progression and development, with a dedicated learning and development strategy to help staff meet their personal goals. Many of our staff stay at Changeworks for the long term, able to develop their careers and find new avenues for their passion and talents.

In 2021 we achieved Investors in People Platinum, the highest level of that accreditation. Only a handful of other employers in Scotland have this, and only 2% of IIP members worldwide.

Hear more about working with us from our team [HERE](#)



Cat Gear
Facilities Officer

5 years at Changeworks

**“ At Changeworks
you’re not a number
on the payroll, you’re
a real person and folk
are interested to get
to know you. ”**



[Read more about Cat](#)

OUR IMPACT

When people join Changeworks, they are joining an organisation with a long track record of achieving big things.

Through our work with individuals, households, businesses and other organisations, we prevent hundreds of thousands of tonnes of carbon from damaging our fragile planet every year.

In 2020-21, our work meant a reduction of £2.2 million in people's heating and electricity bills, and over 3,000 measures installed in homes to improve energy efficiency.

That means helping people like Sheila Charters. A Borders resident, Sheila had her heating on for around 10 hours a day because she couldn't keep the heat in her home.

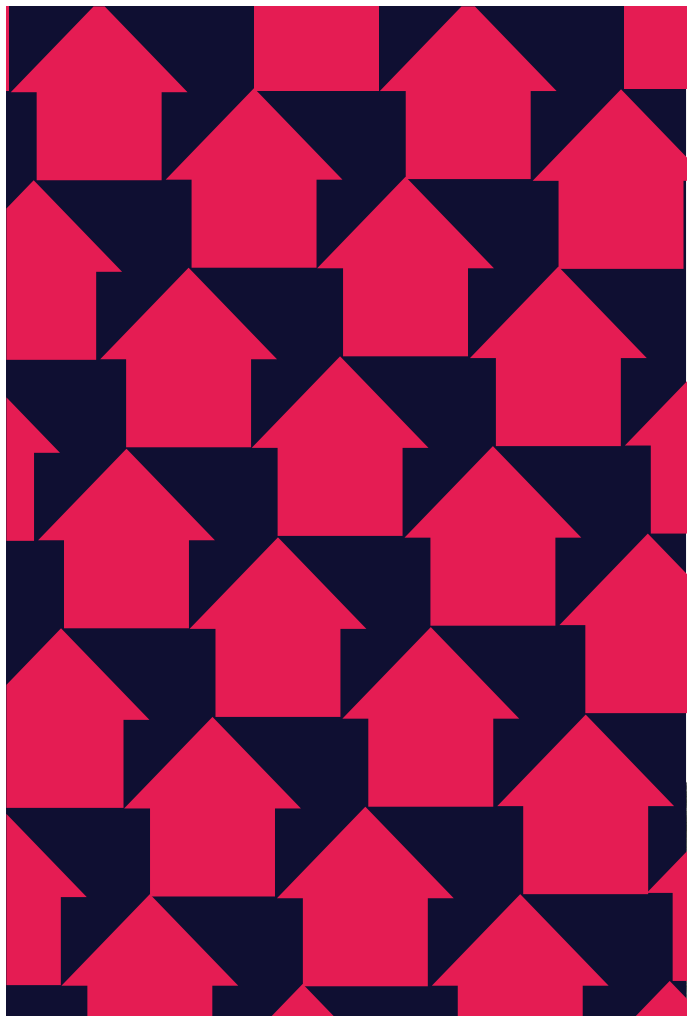
As part of delivering a Scottish Government scheme in the area, we were able to work with her to have external wall insulation installed. Not only did this refresh the outside of her home, it meant she only needed the heating on for an hour or so a day, reducing her bills and her emissions.

Our fuel poverty advice service also changes lives. Lives of people like Angus, who ended up with an estimated energy bill of over £1000. With us advocating to his supplier on his behalf and forcing an investigation, the bill was reduced to just £150.

We also worked with him to make sure he was on the best tariff and using his energy efficiently, all adding up to a saving of over £1200.

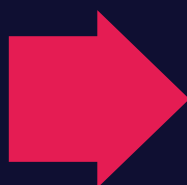
We remove over 200,000 tonnes of lifetime carbon every year.

Hear more about the difference we make.



Jay Scott
ICT Support Technician
6 years at Changeworks

“Changeworks offers an excellent culture along with a great work-life balance. Each day I feel empowered to help my colleagues deliver excellent projects to benefit people across Scotland.”



[Read more about Jay](#)

Changeworks

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Edinburgh
EH4 2HS

0131 555 4010



INVESTORS IN PEOPLE™
We invest in people Platinum



Investors
in Diversity
Silver UK

Until
April
2027