



This position is funded by Scottish Land Fund.

Application deadline: 19th February @5pm

E-mail CV to: breege131@btinternet.com

Job Title:	Development & Funding Manager
Start date:	March 2021
Report to:	The Board of TAC
Terms & Conditions:	The post is offered on a part-time, consultancy basis. 15-20 Hours per week. Rates negotiable.
Location:	The Ardchattan Centre is located in Bonawe. Flexibility to work from home will be considered , subject to the candidate demonstrating how this would work to meet the core responsibilities of the role.

Core Responsibilities:

These are the core responsibilities of the role and is not an exhaustive list. The post holder will be required to undertake any other tasks as requested.

- Responsible for leading on the delivery of The Ardchattan Centre’s development projects and associated activities.
- Lead on the development of funding applications for building renovation and development.
- Lead on the development of funding applications for new business development opportunities.
- Build relationships with funders and other partners.
- Work with the Board and others to develop a marketing strategy for The Ardchattan Centre.
- Support the Board in their administration and communication.
- Support constructive and supportive interaction with members and residents.

Skills, experience & qualifications required to undertake the role

<p>Essential</p> <ul style="list-style-type: none"> • Experience of working with similar community projects • Experience of writing funding applications • Ability to work on own initiative • Understanding of working with the community • Ability to solve problems and effect solutions within a small team environment • Excellent interpersonal skills, both verbal and written. 	<p>Desirable</p> <ul style="list-style-type: none"> • Experience of project management • Experience of developing marketing strategies
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