

Job opportunity: CHArts Development Manager

CHArts is seeking an experienced, visionary Development Manager to drive ambition and lead its continued development towards its launch in Autumn 2019.

We are offering a short-term contract for an experienced, visionary Development Manager who will help us drive the CHArts ambition forward, providing high quality leadership, to be the main point of contact for CHArts, representing the group within the current contract for development of CHArts and ensure a smooth transition at the end of the Place Partnership (September 2019).

Please note interviews for this role will be held on Monday the 25th February in Helensburgh.

As a Development Manager you will have:

The ability and passion to communicate, engage and inspire a wide range of partners and stakeholders.

A strong desire to shape opportunities and an absolute commitment to the transformational role of arts and culture in rural areas with a strong grasp on the economic benefits to growing the sector, leaving a lasting legacy to benefit future generations of artists and creative practitioners in Argyll and the Isles.

Key Skills

- **Leadership and communication** - Personality and personal experience to build excellent relationships with the Board, members and stakeholders incl. Creative Scotland, Argyll and Bute Council, Highlands and Islands Enterprise, Live Argyll, UHI, Argyll College and local anchor organisations such as Cove Park, Dunoon Burgh Hall, Rothesay Pavilion and others.
- **Ability to turn strategy into action** - Be a decision maker, able to think, plan and write strategically, leading multidisciplinary teams across partnerships and through third party agreements to turn strategy into practical results.
- **Management** - Business planning, commercial and project management

Key Objectives

Objective	Deliverable
Primary Objectives	
Provide leadership and be the main point of contact for CHArts	Develop key messages and be an advocate, ambassador and champion for CHArts locally, regionally and nationally. Represent and communicate the aims of CHArts to the public, media and external organisations. Develop system for all enquiries.

Assist with the recruit of board members	Prepare appropriate documentation, key messages and assist with the recruitment.
Establish relationships with key stakeholders	Follow up on key stakeholder meetings and develop partnerships to deliver on CHArts organisational and business plan objectives.
Ensure Culture, Heritage and Arts sector engagement	
Drive forward key elements of business plan, in particular; <ul style="list-style-type: none"> • Develop membership of CHArts • Develop income generation models 	Develop individual actions and identify any key stakeholders.
Submit funding applications	
Represent CHArts within the current contract for development of CHArts and ensure a smooth transition at the end of this period (September 2019)	Document review, attendance at monthly steering group and progress meetings.
Secondary Objectives	
Establish governance and reporting procedures for the new SCIO	Develop appropriate systems and accompanying documentation ensuring compliance with regulations. Ensure board have the knowledge and skills to undertake role. Develop and organise programme of meetings and write reports.
Develop marketing and communication	Produce marketing and communication strategy with SMART objectives.

Hours 35 hours p/w over a 6 month period (anticipated start March/April 2019)

Contract Value £20k incl. expenses and all related costs

Location Successful contractor to provide own base.

Deadline for submission: 14th February 2019

To Apply: Please provide a CV and covering letter detailing your suitability and experience for the role to; opportunities@chartsargyllandtheisles.co.uk

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Scottish Government



Scottish Rural Development Programme



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Europe investing in rural areas



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The National Lottery®
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