

Place Manager

Background

We are seeking an enthusiastic and experienced Place practitioner to support our Place based activity within the Development and Housing Team. The successful candidate will support our day-to-day Place activity and work closely with the team-lead to shape, enshrine and deliver our approach to Place.

The role

The role itself will be in our Place, Housing and Economic Investment (PHEI) team, which is part of the overarching Development & Housing business area. PHEI is a small and dynamic team, delivering change and wider benefit for Scotland.

The appointed candidate will work with the team-lead and key public sector partners and assist in the setting of Place policy.

They will join an enthusiastic, innovative, multi-disciplinary team who work in considering Place and all aspects of new initiatives, as well as practical aspects of existing ones.

Competitive Salary, Low emissions Car Allowance and Local Government Pension Scheme

Principal accountabilities

- Support our day-to-day Place activity and the team-lead
- Assist in shaping and enshrining our approach to Place and the adoption of the Place Principle, and how this relates to our corporate objectives and activities and the delivery of our wider programmes and initiatives
- Work with and support the team-lead and partners such as Scottish Government to support the implementation of Place, the Place Principle and an upcoming Place Framework
- Assist in the development, roll out and utilisation of our soon-to-be-published Place Guide
- Support wider partners in implementing Place and the development of Place programmes, strategies, plans and their delivery, including helping to identify other opportunities and / or requirements for wider SFT support enabled by Place activity
- Develop new ways and approaches for thinking about and applying Place
- Represent the business on various key Place bodies and policy forums
- Aid the development of strategies, roadmaps and other implementation approaches and tools for Place
- Support the development of blueprints, exemplars, templates, standard documents and guidance
- Prepare and participate in the creation and collation of key documents and workstream outputs
- Prepare and participate in key presentations to senior management teams

Knowledge, skills and experience

- Evidence of participating in the development of approaches to Place and the delivery of successful Place programmes and outcomes
- A sound understanding of Place and the Place Principle
- Experience of working successfully with senior personnel and decision makers
- Capability as regards supporting facilitated sessions and engagement with groups in similar situations
- Experience of working with public / third sector / community groups
- Experience of working effectively as part of a small team
- Excellent communication ability, both verbal and written
- Be a self-starter, willing to originate and cultivate opportunities and activity

Location

The role is nominally based in Edinburgh (although currently working remotely) with a future direction for increased hybrid working. The role involves occasional travel to attend meetings, workshops, site visits and training and conferences across Scotland.

Equality, diversity and inclusion

As an equal opportunities employer, we are committed to the equal treatment of all current and prospective employees and does not condone discrimination on the basis of age, disability, sex, sexual orientation, pregnancy and maternity, race or ethnicity, religion or belief, gender identity, or marriage and civil partnership.

We aspire to have a diverse and inclusive workplace and strongly encourage suitably qualified applicants from a wide range of backgrounds to apply and join SFT.

Additional information

If you would like to discuss this opportunity, in advance of applying, for an initial discussion please contact either Neil Rutherford **07736 770904** or Diarmaid Lawlor **07923 219819**.

A full job description for the role is available on request.

Applying for this role

If you have the relevant skills and experience and would like to apply, please submit a covering letter and your CV to hr@scottishfuturestrust.org.uk

The closing date for completed applications is **Friday 22 October 2021**.