

Aviemore and Glenmore Community Trust Project Manager Role

Background

The Aviemore and Glenmore Community Trust (AGCT) was created with the objective of acquiring the Cairngorm Mountain estate currently owned by Highlands and Islands Enterprise (HIE). The trust wants to build Cairngorm Mountain into a year-round sustainable business that will benefit local people, local communities, and visitors alike

The journey from the current position to community ownership will be long and complex, with AGCT needing to build a new organisation model, a credible business plan, and build strong relationships with a large number of public and private organisations.

In order to help AGCT move forward, HIE have agreed to fund a part time project manager role for an initial period of two years. The expectation is that beyond this the trust will have built a revenue generation model that would continue to fund the role, possibly full time.

For this role you will need to be extremely self motivated, used to working unsupervised most of the time and happy with creatively developing ideas for new initiatives and finding solutions to issues that arise. You will also need to be an excellent communicator in order to liaise with the many people from the public and private organisations that will be part of the trust's day to day business. Working hours will be flexible but will include some evening meetings and travel.

Principal activities

- Build, maintain and develop the AGCT business plan
- Take responsibility for the timely execution of all elements of the business plan
- Relationship management of key stakeholders such as
 - Public organisations e.g HIE, CNPA, etc
 - Commercial organisations e.g infrastructure and services suppliers
 - Local landowners e.g FLS
 - External consultants
- Work with potential suppliers of equipment and services for key infrastructure projects to deliver costed ROI proposals
- Document and contract development
- Oversee external consultants in preparation of feasibility studies
- Develop the asset transfer documentation and application in conjunction with a legal resource

Aviemore and Glenmore Community Trust Project Manager Role

Skills profile

- Self motivated and self reliant, used to working without supervision
- A strong team player and experienced in managing virtual teams
- Experience of developing business partnerships with multiple organisations
- Innovative thinker and problem solver
- Proven track record of delivery of multi stakeholder projects
- The ability to analyse conflicting stakeholder requirements and propose compromise solutions
- Experience of negotiating complex contracts
- Comfortable dealing with senior executives of stakeholder organisations
- A willingness to travel frequently to meet the requirements of the role
- Full driving licence and access to a vehicle
- A willingness to work flexible hours including attending evening meetings
- A personal motivation in the success of Cairngorm Mountain for the benefit of the community

Remuneration

- Status will be as an employee of AGCT
- £21,039 per annum for flexible 17.5 hours per week
- 98 hours (5.6 weeks) weeks paid holiday per annum
- Contributory pension scheme
- Laptop will be provided
- Reimbursement of reasonable expenses including travel beyond the Aviemore area
- Based in Aviemore