

Project Manager – North Region

JOHN
MUIR
TRUST

Are you passionate about the protection and repair of the UK's wild places? Do you have a strong track record in managing projects? Do you enjoy working collaboratively with communities and a wide range of stakeholders? Then the John Muir Trust wants to hear from you.

The John Muir Trust is looking for an experienced Project Manager to lead on major projects in the North Region. With the recent purchase of a 45-acre site at [Kylesku](#) in Assynt and following local consultation for the [Reimagining Strathaird](#) development on Southern Skye, there is an opportunity to steer these exciting and innovative projects, both sharing a significant impact on the surrounding communities. On Skye the Trust owns and manages 12,000ha (30,000acres) of dramatic landscape that includes much of the Red Cuillin and the single Munro outside of the main Black Cuillin ridge, Bla Bheinn. The project aims to provide world-class facilities for Trust staff, visitors, local people, researchers and other groups such as corporates. In doing so it will support the Trust's work to protect and repair wild places, not just on Skye, but throughout the UK.

The Trust purchased the Kylesku site earlier this year, adjacent to Quinag 3,699ha (9,100acres), a stunning three-peak mountain range in the Assynt-Coigach National Scenic Area in Sutherland, which was purchased by the Trust in 2005. The project aims to explore opportunities and scope options for the development of a visitor and rural community hub, working closely with local stakeholders in realising the potential of this remote Highland location.

If successful, you will lead the development and coordinate the delivery of these exciting projects. You will work closely with the North Region Team, the local community, stakeholders, and funders, as well as the Trust's Project Office and will be expected to visit the sites regularly. The post will report into the Trust's Regional Delivery Manager North.

The John Muir Trust is committed to working together to promote a more inclusive environment and we need a diverse team to realise this. Applicants are welcome from all walks of life with diverse backgrounds, cultures, perspectives, and experiences to support our work on behalf of wild places.

Main responsibilities

Key duties

- Coordinate the delivery of the Trust's project work in the North Region, ensuring projects are delivered within budget and on schedule.
- Oversee stakeholder engagement and consultation, acting as the central point of contact.
- Build strong relationships locally, ensuring the surrounding communities are kept appropriately informed and consulted at key points of delivery, with support of the Trust communications and regional delivery teams.
- Develop and manage the project budget and risk register.

- Plan and oversee contract delivery managing a range of consultancy and feasibility projects.
- Develop detailed business plans for the sites.
- Support the income generation team to secure funding and manage funder relationships.
- Act as the secretariat for the projects' Working Groups.
- Oversee provision and management of staff welfare and office facilities.
- Undertake any other project management responsibilities as agreed with your Line Manager.

Person specification

Essential skills, knowledge and aptitude

- Experience of managing large and complex projects.
- Experience of developing and managing project budgets and cashflows.
- Knowledge and experience of working with local communities.
- Proven track record of building strong working relationships with a wide range of stakeholders and experience of managing complex stakeholder relationships.
- Strong written and oral skills with the ability to present and convey complex ideas and issues clearly and coherently and to a wide range of different audiences.
- Highly self-motivated and able to work autonomously, take initiative and make decisions.
- Strong organisational skills, in relation to planning, working with processes and systems.
- Commitment to John Muir Trust's core values and strategic direction.
- Knowledge and experience of managing construction projects and CDM regulations is desirable but not essential.
- An understanding of ecology and practical land management is desirable but not essential.
- Full driving licence.

Qualifications

- Educated to degree level or equivalent with significant relevant experience.
- Evidence of Continued Professional Development relevant to the role purpose and level.
- A project management qualification is desirable but not essential.

Other details

Type of contract:	Fixed term for 18 months from the start date, with the possibility of extension
Hours:	35 hours per week (flexible working applies)
Salary:	Band C £32,500
Pension:	5% contributory to group enrolment scheme
Reporting to:	Regional Delivery Manager North
Location:	North Region – with flexible working options
Holiday:	34 days per year plus 2 'wild days' or 'slow travel'

John Muir Trust standard terms and conditions of employment apply.

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