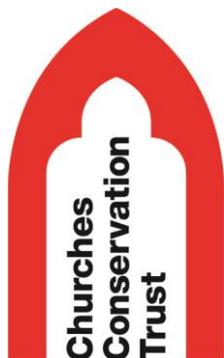


JOB DESCRIPTION



Job Title	Find A Use Manchester Project Manager
Team	Regeneration
Location	Homeworking, but able to travel to project sites within the dioceses of Manchester and Chester
Reports to	Head of Regeneration and Consultancy
Salary	£33,000 per annum plus pension & benefits
Duration	Fixed-term contract, up to 30 June 2022
Normal Working Hours	36 hours net per week

The Churches Conservation Trust (CCT) is the national charity caring for historic churches at risk. Without our care, these buildings might have disappeared entirely. Instead, they are enjoyed as social, tourism, educational and cultural resources, kept open, in use, and living once again in the heart of their communities. CCT has an international and award-winning reputation in heritage conservation and regeneration.

The Find a Use Manchester (FAUM) project aims to explore and develop new use proposals for a group of historic churches which have either closed or are at serious risk of closure within the Dioceses of Manchester and Chester. It also considers broader issues raised by church redundancy and closure, to inform best practice. The project, which began in 2019, is led by CCT and funded by Historic England and the Church Commissioners.

Overall job purpose

The FAUM Project Manager will work with a diverse range of stakeholders – including but not limited to local businesses and community groups – to explore, negotiate and drive forward new use proposals for up to 14 strategic sites within Greater Manchester, Cheshire and Lancashire.

The FAUM Project Manager will demonstrate how a partnership-based approach to new use exploration can help identify a sustainable future for these assets. New ways of financing asset transfer (via lease or freehold disposal) will be explored, helping to get these sites back into active use, enhance the local environment, reduce Diocesan repair liabilities, and save the churches from demolition.

The project is also generating learning and recommendations that can support similar work in other dioceses.

Key relationships

Potential purchasers/users and their design teams/professional advisers, community stakeholders, local planning authorities, Historic England, The Church Commissioners, Diocese of Manchester, Diocese of Chester, Find a Use Manchester Project Steering Group.

Key duties and responsibilities

1. Appraise site potential and develop possible options

With the support of the CCT's Head of Regeneration and Consultancy, CCT Regeneration Project Manager and the Church Commissioners, the post holder will:

- Develop initial viability reports for the priority sites using the CCT's Business Process;
- Develop options appraisals for key sites, supporting current or prospective new users to explore and identify a preferred new or extended use option for each building;
- Consult strategic partners, statutory bodies, businesses, stakeholders and other interested parties to support options development;
- Support potential new owners or users of the buildings in negotiating the disposal and planning processes, working towards successful asset transfer;
- Set up a new online community resource to support project outreach, marketing and consultation.

2. Develop partnership-based approach

The post holder will:

- Establish links with local groups, local authorities, amenity societies, business and other interested parties and build support for new uses;
- Develop and manage a communications management plan, which will act as a tool to collect new intelligence on new use opportunities and wider planning and regeneration opportunities;
- Represent the project at networking events, obtaining professional membership to key networks.

3. Investment and implementation

The post holder will:

- Based on viability report and options appraisal outcomes, work with potential new owners and users to develop an outline business, investment and implementation plan for at least four priority sites;
- In partnership with interested parties, explore options to finance site redevelopment and disposal through social investment, grants and loan financing;

- Support new owners and users to identify and apply for development funding to test new use activities, commission professional service contracts, and/or use as match funding against existing project budgets

4. Project management

The post holder will:

- Manage project development across the remaining pilot period;
- Facilitate local partnership development;
- Be responsible for delivering project KPIs to time, quality and within budget.

5. Training and capacity building

Along with project partners, the post holder will:

- Identify knowledge gaps and support new users and owners where possible through training in areas such as governance and management, consultation, business and investment planning and asset management; both live and online video training methods should be considered;
- Develop information material for businesses, public sector or local groups, interested in taking on asset management and/or ownership;
- Develop recommendations on the church closure and disposal process for dioceses, the Church Commissioners and Historic England;
- Facilitate workshops with the above parties to consider lessons learned in the project

6. Evaluation and Reporting

The post holder will:

- Manage the project evaluation plan and report against KPIs;
- Prepare quarterly progress reports for the project steering group board and funders as required.

N.B. This job description is not all encompassing. Over time the emphasis of the job may change without changing the general character of the job. Your duties may be reviewed from time to time and revised and updated in consultation with you to reflect appropriate changes.

Person Specification: FAUM Project Manager

	Essential Criteria	How this will be assessed
1	A relevant degree or equivalent experience in a building and/or planning related area	Application
2	Experience in project management	Application
3	Experience of working in planning and/or regeneration	Application
4	Experience of developing successful heritage, building reuse, commercial, social enterprise or community projects	Application, Interview
5	Demonstrable communication skills, both written and verbal and an ability to network with people and partners	Application, Interview

	Desirable Criteria	How this will be assessed
1	Experience of working on asset transfer schemes, for example public sector to community ownership disposals	Application, Interview
2	Experience of securing, or helping others to secure, development funding from multiple sources	Application, Interview
3	Ability to develop options appraisals and business plans	Application, Interview
4	Ability to successfully identify and negotiate commercial opportunities	Application, Interview
5	Ability to manage workload and prioritise conflicting demands	Interview
6	Working knowledge of relevant government policy, national planning and legislation, in particular the listed building consent process, and best practice in economic regeneration	Interview

Applications

If you would like to apply for this role, please [here](#) where you will be redirected to our online recruitment system. You'll be asked to submit a CV and a short supporting statement (max 2 sides A4) outlining how you fulfil the person specification for this post.

If you have any questions, please contact us at recruitment@thecct.org.uk

The closing date for receipt of applications is 9am on 1 March 2021.

Interviews will be held on 15 or 17 March 2021 via video. Please note that the interview dates have been specifically chosen according to the availability of the panel.

The Churches Conservation Trust is committed to a policy of equal opportunities.