
Job Title	Regeneration Project Manager
Department	Regeneration
Location	Flexible, London or South East – home or office based
Reports to	Head of Regeneration
Salary	£33,000 - £35,000 per annum plus pension and benefits
Duration	2 years fixed-term contract
Normal Working Hours	Full time, 36 hours net per week

Purpose of the job

The Regeneration Project Manager plays a key role in the Trust's Regeneration Team. The post holder will develop and lead a programme of multi-million pound regeneration projects, manage team members and further grow the Trust's reputation.

Key duties and responsibilities

1) Manage regeneration projects (£1m- £5m)

With direction from the Head of Regeneration, the post holder will:

- Project manage a number of major regeneration projects;
- Line manage staff to support project delivery;
- Raise funding from grant and philanthropic sources as required to support the delivery of both projects;
- Manage project specific staff, professional teams and budgets and ensure that the Trust achieves value for money;
- Ensure good, regular communication with the Trust's regional and operational teams;
- Ensure high quality project management and delivery standards are maintained.

2) Commercial income

With direction from the Head of Regeneration, the post holder will:

- Identify opportunities to generate commercial income through lease and/or freehold disposal;
- Develop a set of marketing particulars to support site disposal;
- Support other activities to generate further commercial income as required.

3) Development and support

The post holder will support the Head of Regeneration in developing the capabilities of the regeneration team and will:

- Promote the Trust's role in delivering exemplar heritage regeneration projects to donors, government and target markets;
- Develop and manage direct line reports, ensuring they are well motivated and supported in order to develop their full potential;
- Manage and monitor the resource needs of the regeneration team so that they are efficiently and profitably deployed;
- Other tasks as determined by the Head of Regeneration.

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: Regeneration Project Manager

	Essential Criteria	How this will be assessed
1	A relevant degree or equivalent qualification	Application
2	Project management qualification (PRINCE 2, Agile Project Management) or other relevant professional accreditation	Application & Interview
3	Experience of leading major capital (£1m - £5m+) heritage regeneration projects and budgets across all RIBA stages	Application & Interview
4	Experience of managing staff teams and multi-disciplinary teams of consultants	Application & Interview
5	A working knowledge of relevant government policy, regulations, national planning legislation and policy and current best practice in economic regeneration	Application & Interview
6	Demonstrable interpersonal and communication skills, and an ability to network with high level stakeholders, partners and communities	Application & Interview
7	Strong IT and administration skills	Application & Interview
8	An ability to effectively lead, motivate and cultivate high performing teams	Application & Interview
9	A practical approach to problem-solving, delivering effective solutions to complex problems	Application & Interview
10	Interest in the Trust's aims and objectives	Application & Interview
	Desirable Criteria	How this will be assessed
11	Experience of successfully applying for grants for major heritage regeneration projects (£1m - £5m+)	Application & Interview
12	Experience of negotiating lease and/or freehold disposal	Application & Interview

Job Requirements

- A willingness to travel, using public transport as far as possible.
- Attendance at regional staff meetings and some full staff meetings in other parts of the UK
- The post holder may be required to work outside of core hours to accommodate projects

To Apply

To apply for this position, please send your CV with contact details for 2 referees and a short supporting statement (max 2 sides A4) outlining how you fulfil the person specification for this post.

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

The closing date for receipt of applications is 9am on Thursday 13 August 2020.

Interviews will be held on Thursday 20 August 2020.

The Churches Conservation Trust is committed to a policy of Equal Opportunities.