

Recruitment Information – October 2017

Development Manager Isle of Luing Community Trust (IoLCT)

Up to 30 hours (for one post-holder or shared)

Salary – Up to £36,000 (pro rata) depending on skills and experience

Initial contract length: Three Years

Introduction

The purpose of this pack of information is to provide you with as much information as possible to inform your decision to apply for the post of Development Manager (DM) for the IoLCT including the management of the Atlantic Islands Centre. In addition to this pack, you will need a copy of the job description and person specification for the role.

This pack contains:

- Background information on the Isle of Luing Community Trust and the post
- Guidance on how to apply for the post (CV and covering letter)

Background – The Isle of Luing and The Atlantic Islands Centre

The Isle of Luing is off the west coast of Scotland, approximately 15 miles south of Oban. The island is approximately 6 miles by 1.5 miles in size and is reached by a regular 3 minute ferry crossing from Seil. Seil is also an island but is connected to the mainland by The Bridge Over The Atlantic. Road connections are good but public transport is limited. The population of Luing is 170, mainly living in the historic conservation villages of Cullipool and Toberonochy. The population has declined in recent years and The Atlantic Islands Centre project was aimed at arresting this decline by building an inspirational new facility for the island providing a hub of services and facilities for residents and for the 5,000 plus visitors to the island each year. The Centre was built with the aim of it being the hub of island-wide regeneration, including:

- economic: to stimulate job creation and support enterprises
- social: to provide community facilities for residents including young people
- heritage: to protect and showcase the industrial, social, agricultural and natural environment heritage of Luing for the enjoyment of residents and visitors
- arts / cultural: to continue the successful development of Luing's arts and cultural offer including drama, creative writing, art and sculpture, music and dance
- low carbon: both in terms of construction of the AIC and as a platform for a range of Trust projects on renewable energy / reduced emissions.

The IoLCT secured over £1.2m funding from Big Lottery Scotland, Climate Challenge Fund, ERDF, Highlands and Islands Enterprise and Bord Na Gaidhlig to construct the new Centre and provide some pump priming for initial running costs including key staff.

The multi-purpose venue is an integrated economic and social development hub, which acts as both a community and visitor centre. As well as the coffee shop/restaurant it provides a flexible events space, work spaces, houses exhibitions, contains a small retail area for gifts and books about the area, and has nearby moorings for sea visitors. The AIC is open 7 days a week all year round and is

used for a variety of events. It is home to a collection of historical material collected, interpreted and exhibited by the Luing History Group.

The year-round opening is aimed at providing for community members in the winter, as there is no other drop-in social gathering place on the island. It is much appreciated by many older residents who live on their own and know they can get out to a warm and welcoming environment. The AIC has provided new jobs for islanders, as well as encouraging large volunteer involvement.

In the first year of opening we had more than 15,000 visitors through the doors, we have had wonderful feedback from both visitors and community members, and won several awards. We have learned that it will be very hard to secure a profit in the winter months so we need to concentrate on making a profit through the high season that will enable us to keep the building open during the winter months as a community resource. Due to the very size and nature of this project, this is now completely subsuming the energy and time of the Trust and Trading Company Boards and all our work has been focussed on running and maintaining the Centre since its opening.

Volunteer Directors on both boards are working extremely hard to sustain and manage the facility, with nine part-time staff members consisting of eight venue assistants and a book-keeper. The amount of time that the volunteer directors are putting in to the facility is unsustainable and the DM role is pivotal to ensuring volunteers are supported in their roles and that the Centre continues to deliver to its planned objectives.

Introduction to the Post

The DM post is a new position – IoLCT did have a Centre Development Manager for 15 months but when the post holder moved on, had insufficient grant funding to recruit again so decided to focus its resources on securing a three year package at a higher salary to attract the right person.

Funding for the post has been secured from Big Lottery Scotland, with some support from Robertson Trust. We are seeking to appoint a person used to taking significant responsibility and able to work proactively with the (unpaid) Directors, whose responsibilities cover a broad range of Trust projects in addition to the development of the Atlantic Islands Centre. We are also hoping to appoint a person who can take on an ambassadorial role on behalf of the Trust, liaising with funders, partner organisations and island residents. The job description provides information on the main responsibility areas for the DM post but some of the strands of work will begin before others, and the role will develop and evolve as the Centre becomes more established and achieves sustainability. In addition, in due course, some of the responsibility areas in the job description could be appropriate to delegate to volunteers, trainees or placements in the interests of broadening and deepening capacity on the island. There is some flexibility available on hours / days of working, recognising that there may be peaks and troughs in the workload on both a weekly and seasonal basis. Applications from those who wish to job share will also be welcome.

Background to the Isle of Luing Community Trust (IoLCT)

Isle of Luing Community Trust was formally constituted as a charitable company limited by guarantee in March 2005, company no. SC282766 and Registered Scottish Charity number SC036441. The Trust board consists of up to nine elected directors (currently six). The Trust Directors are: Chairman: Peter Hooper; Vice-Chairman (vacancy); Secretary: Paul Thomas; Treasurer: Alastair Fleming; Directors: John Rennie, Nigel Dyckhoff and Eoghann MacLachlan; co-opted: Neil McCorrisken.

The directors include a former Luing farm worker, a former project manager, an educationalist (who also assesses EU LEADER applications), an island fishing boat owner and skipper, and three people running small business enterprises.

The Isle of Luing Trading Company is a wholly owned subsidiary of IoLCT and was set up at the same time as the Trust with the intention of running the business operations of the Trust; this now involves running the café in the AIC.

TC Directors (currently 5) are Alison Robertson, Amanda Maclachlan, John Robertson, John Rennie, Pete Hooper.

The IoLCT is particularly well connected with, and is an active contributor wherever possible, to a number of key networks including the Scottish Islands Federation, Lorn Islands Partnership, DTAS, and others. IoLCT also enjoys strong connections with the other Atlantic Islands and looks forward to further joint development on key issues such as regeneration and working together on a coherent visitor offering. There are also potentially strong links to be made with mainland attractions such as the coastal routes and key heritage bodies such as the 1745 House at Dunollie (Oban) and Kilmartin House Museum. The IoLCT is well supported by local councillors, MSPs and officers from Argyll and Bute Council. In addition we were for some years an account managed project for Highlands and Islands Enterprise. The IoLCT has 70 members at present who pay an annual membership of £10 and 9 Friends who pay £5. Activities are funded from annual membership fees, donations, charges and donations at events, fundraising, and from successful grant applications. IoLCT has a number of active subsidiary groups including the well supported Luing History Group. This Group has an extensive collection of artefacts and records to form the basis of both permanent and temporary exhibitions in the heritage gallery of the new Centre.

IoLCT also has close links with Lorn Natural History Group and looks forward to continued collaboration including events, talks and exhibitions based at the Centre.

History and Past Performance of The Trust

The Trust is the community anchor organisation for Luing. Community Anchor Organisations were first defined in the UK government report, Firm Foundations, published by the Home Office in 2004. It stated: "We are calling them `community anchor organisations` because of the solid foundation they give to a wide variety of self-help and capacity building activities in local communities and because of their roots within their communities." In 2009, Scottish Government and COSLA jointly launched the Scottish Community Empowerment Action Plan. This plan endorsed the concept of community anchor as the key feature of when genuine community empowerment takes place. The Isle of Luing Community Trust is such an organisation. The Trust has a proven record of achievement in:

- Significant land purchase, including the site for the Atlantic Islands Centre and the mineral rights to slate quarries (with grants from Scottish Land Fund and HIE of £125,000).
- Management of a major environmental coastal improvement project to protect Cullipool Conservation Village from flooding, using slate from Trust resources, in partnership with Argyll and Bute Council and Luing Community Council.
- Successful completion of an interpretive project of 14 information panels installed throughout Luing (£38k funded by WHELK/ LEADER+ and Scottish Natural Heritage).

· Hosting an Atlantic Islands Festival with the Scottish Centre for Geopoetics. It involved over 450 attendees including musicians, writers, artists and scientists from around Scotland and beyond in a week-long celebration of the Atlantic Islands. See <http://www.atlanticislandsfestival.com/>

- Working successfully with an award-winning architect for over five years developing this project, consulting the community fully on numerous occasions, drafting a detailed Business Development Plan and obtaining full planning permission for the building.
- Building up a quality collection of historical documents, photographs and artefacts.
- Provision of 5 moorings for visiting yachts, with a grant from the European Fisheries Fund
- Hosting the First Responders organisation to ensure emergency medical coverage on the island.
- Visiting ten other Argyll islands to study their projects, which were developed in response to similar problems of rural isolation, and learn from their notable successes and how they overcame difficulties.

The Trust owns mineral rights in the slate quarries in Cullipool and elsewhere, and there is the potential for a resumption of small-scale slate extraction, providing income generation/employment and an enhanced visitor attraction. The Centre itself benefits from ground source heat pumps and there is a feasibility study planned by the Community Council for tidal power in Cuan Sound, providing renewable energy for the island and for export, and creating income for further projects to develop and sustain the island.

Working on Luing

The aim of this section is to give candidates important information about working on Luing. There will be a work base for the Development Manager within the Atlantic Islands Centre with broadband, telephone and printer. A notebook pc will be provided, if needed. For information, mobile phone reception on the island is patchy. The island is commutable from Oban with the vehicle ferry running every half hour from 7.30 am to 6 pm except 1 pm. The annual ferry cost for a season ticket for car and driver is approx £800.

Accommodation on Luing is scarce, but the main options are:

- lodgings or B&B on Luing or Seil
- “rent a cottage” on Luing or Seil
- purchase of house or plot with planning permission on Luing or Seil
- various accommodation options in Oban (plentiful but gets full in high season).

The post-holder will be expected to reside on the island or within reasonable travelling distance. Directors can provide further information on accommodation on request. There is a shop / PO on Luing and also on Seil providing a range of household items. There is a doctor’s surgery on Seil, supported by a qualified nurse who lives on Luing plus the First Responders team. There is an excellent primary school on Luing.

Introduction to the Isle of Luing

Luing is a fragile, remote Scottish island community with very limited services. It lies just off the west coast of Argyll, facing west across the Firth of Lorn to the Atlantic, with a view of the south coast of the Isle of Mull. Between Luing and the open waters of the Atlantic Ocean lie only the Garvellachs,

the Isles of the Sea, with their historic connections to the Celtic saints. Its views in all directions are outstanding and it attracts many walkers, cyclists, canoeists and wildlife watchers.

Luing itself is a green island, hilly in the north, but low farmland in the south, with a total area of about 15 sq. km. The island once supported a population of many hundreds; now the population of Luing is 170 and falling, divided between two villages, Cullipool and Toberonochy, and a few smaller settlements. About 45% of the population are of pensionable age, 15% are in full-time education, 30% are employed on and off the island, and the remainder are either unemployed, disabled or full-time parenting.

In centuries past the community was essentially agricultural, with small crofts. From the mid eighteenth century, slate working increased in importance, bringing in workers from distant places to swell the population. The industry declined in the twentieth century, and the last quarry closed in the 1960s. Argyll & Bute Council note that:

“The Slate Islands... played a highly significant part in the industrial history of Scotland and are of considerable significance in the history of building construction generally. More importantly they are of universal significance because they represent an early stage in the history of industrialisation. These islands are highly significant in the way they show how small industrial communities developed in a remote rural area. Unlike industrial villages in the Central Belt of Scotland and other industrial hubs elsewhere in the world, these islands have retained their semi-rural character, surviving almost completely intact.”

Employment prospects on-island are limited. The population has declined 15% in the last 4 years (207 to 170), and 9% of 16-24 year olds receive Job Seekers Allowance, almost twice the Scottish average. There are limited jobs on Luing, with the school the largest employer. Many families with children have left for better services on the mainland. The Centre was built with the aim to attract them back.

Further information

For an informal discussion about this role, please contact Jane Churchill (Development Support) on 07581 216246 or jane.lornislands@gmail.com

Please see our website www.isleofluing.org for further background information and see the Atlantic Islands Centre website for info on the Centre www.atlanticislandscentre.com

How to apply

The closing date for applications is 27/11/2017 by 5pm. Application is by CV and covering letter to be sent to Jane Churchill jane.lornislands@gmail.com

Please also send your completed equal opportunities form if you are happy to provide the information (this form can be downloaded from <http://www.isleofluing.org/welcome/documents>). This will be separated off prior to sifting. Please limit CVs to 3 sides maximum and please use your covering letter (3 sides max) to set out:

- How you match to the Person Specification (specifically the essential skills and experience items marked (A))
- The total hours you are seeking (up to 30 per week)
- Your contact details.

Selection Process

We regret that we cannot give feedback on applications unless you are selected for interview. If you do not hear from us by Friday 1st December please assume that your application has been unsuccessful. We are intending to hold panel interviews on Wednesday 13th December on Luing.

If you already know that you cannot attend for interview on the date above, please advise us at the time of application and we will make every effort to work round your availability.

The format for the interviews will be a 45-60 minute interview with an opportunity before or after interview to be shown around the Island.

We reserve the right to hold second interviews.

We regret that we are not in a position to be able to pay interview expenses.

At interview stage, we will request evidence of right to work in the UK and information on any criminal convictions. At appointment stage, we would seek to take up references from employers or customers as appropriate.

Closing remarks

We hope that this pack has provided you with enough information to decide whether you will apply for the post. We look forward to receiving your application.

The Directors

Isle of Luing Community Trust.