



JOB DESCRIPTION

Post Title:	South West Scotland Coastal Trail Development Officer
Base:	Home and/or office space with SUP
Responsible To:	Southern Uplands Partnership Manager
Salary:	Between £22k-27k pa pro rata
Pension contribution:	Employers 8% of salary
Contract Period:	Two year contract starting January 2022 with the possibility of becoming permanent
Contract Hours:	37.5 hours per week It may occasionally be necessary to attend meetings outwith normal working hours (for which time off in lieu will be given)
Leave:	36 days per annum and 4 public holidays.

Southern Uplands Partnership (SUP)'s Charitable Objectives

- To promote and advance education of the public about working and living sustainably in the Southern Uplands of Scotland, either independently and/or in association with Local Authorities, relevant agencies, voluntary organisations and local residents.
- To guide and encourage the integration of environmental, social and economic land-use policies, the sustainable use and management of land and water and other relevant activities in the Southern Uplands so that they are compatible with considerations of the environment and local communities.
- To promote, protect and conserve the biodiversity of the Southern Uplands of Scotland for the benefit of society.

You

You will be interested in the idea of developing a more sustainable future for the communities of Dumfries and Galloway. You will have a degree/equivalent qualification and/or relevant employment experience and be interested in people, the environment and rural life of this area. You will be a good communicator (both written and verbal) and will have experience of access development, putting together project proposals, completing grant applications, and positive community / stakeholder engagement. A valid driving licence and access to a vehicle is required.



Job Purpose

The postholder will be responsible for taking forward the concept of a South West Scotland Coastal Path and developing this into a deliverable, supported and funded project utilising the existing core path network and negotiating with landowners / managers to fill the missing links in the establishment of a majority off-road contiguous route along the Dumfries and Galloway coastline. This role will involve working closely with Dumfries and Galloway Council.

Principal Duties

- To review and update existing historical documentation that has explored the feasibility of an off-road north Solway coast path, utilising the designated core path network, in particular the *Towards a North Solway Coastal Way* undertaken in March 2012, subsequent surveys and the current phased approach to improvements to the coast core path network e.g., Rhins of Galloway Coast Path and Borgue coast.
- Liaise closely with the Access Authority (Dumfries and Galloway Council Environment Team) on the current and planned work on the coast core path sections.
- To develop a deliverable, practical and costed Project Plan and Action Plan for a South West Scotland Coastal Trail covering community/stakeholder engagement, routing, delivery, and funding.
- As an early priority, develop “shovel-ready” projects that can take advantage of any short-term funding opportunities, with a particular focus on the Gretna to Dumfries section of the route.
- To network and consult with key stakeholders: including communities, government agencies, partners, and other interested parties as identified along the route to identify opportunities, barriers, solutions and gain buy-in.
- To establish local working groups of interested individuals/groups to assist with the development of path sections.
- Identify external funds and develop funding bids to enable the delivery of the project, including staffing, legal processes, contractor and contingency planning.
- To lead and liaise with Dumfries and Galloway Council on the tendering of the path works and manage contractors through the delivery of the path creation.
- To report to the SUP Board, stakeholders and to funders as required.

No Job Description can be entirely comprehensive and the post holder will be expected to carry out other duties from time to time that are commensurate with the above responsibilities and determined by the Partnership Manager.

More information on SUP and its diverse range of projects can be found on the website www.sup.org.uk



PERSON SPECIFICATION

South West Scotland Coastal Trail Development Officer

1. Education and Training	
Degree/ equivalent level qualification or two years relevant experience	Essential
2. Experience	
Working with key stakeholders, public agencies, businesses and community groups to develop and deliver projects, priorities and strategies	Essential
2 years' experience of delivering economic development / community / tourism /environmental projects through effective partnership working	Desirable
Applying to various grant bodies for funding for projects	Essential
Preparation and submission of tender bids	Essential
Working to deadlines and using initiative	Essential
Experience of developing schemes from feasibility through to implementation	Essential
3. Skills and Abilities	
Able to work collaboratively with other agencies, partners and key stakeholders	Essential
Good negotiation skills and ability to work with a wide range of stakeholders	Essential
Knowledge of Microsoft Office packages	Essential
Good written and verbal communication skills	Essential
Good stakeholder relationship skills	Essential
Knowledge and use of mapping software / GIS	Desirable
4. Knowledge	
Practical knowledge of Land Reform Act (Scotland) 2003 Part 1 Access Rights legislation, Outdoor Access Code, Planning and Road's regulations	Essential
Relevant experience in designing outdoor access schemes	Essential
Awareness of sustainability issues	Essential
Engaging hard to reach communities and target groups	Essential
Awareness of disability access requirements	Essential
Knowledge of the Solway coast and Dumfries & Galloway	Desirable
5. Personality Factors	
Self-motivated and self-starter	Essential
Reliable	Essential
Confident and outgoing	Essential
6. Other Requirements	
Flexible approach to work duties	Essential
Driving License and access to a vehicle	Essential
Observe requirements for confidentiality	Essential
Work well independently	Essential
Strong commitment to the aims and objectives of the organisation	Desirable



Application process

To apply for this position, please download and complete the Application Form from www.sup.org.uk

Applications should be submitted to Pip Tabor, Partnership Manager, preferably by email, by 9.00 am on 15th November 2021.

For an informal chat, please email piptabor@sup.org.uk to arrange a convenient time to discuss.

Interviews will take place on 23rd November 2021, probably online, using the Zoom platform.