



Perth City Mills Development Officer

£30,000 p.a. FULL TIME, 1-YEAR FIXED-TERM CONTRACT

(with the possibility of an extension for a further 3 years)

Pension provision: up to 6% salary contribution.

PKHT is a small, dynamic charity (Scottish No. SC003139), established in 1988 with the aim of conserving and promoting the archaeological and architectural heritage of Perth and Kinross for the benefit of residents, visitors and future generations. We are about to embark on an exciting new chapter in our story: to move our operations to the A-listed Lower City Mills, Perth (<https://www.buildingsatrisk.org.uk/details/917331>), which hosts a remarkable working mill, and develop the asset as part of the wider cultural offer of the city.

We are seeking to appoint an historic buildings conservation professional to join our team and:

1. Lead on the production of a Conservation Management Plan and Training and Volunteer Plan (in conjunction with our Skills Training Officer) and Office Accommodation and Management Plan (in conjunction with the Director);
2. Lead on community and stakeholder consultation and the development of a costed project proposal and fund-raising strategy leading to funding applications for a 3-5 year project beginning in 2020;
3. Contribute to plans to sub-let the Trust's Library Lodge building and the physical move of staff to Lower City Mills.

You will have a relevant degree (Architecture, Historic Building Conservation, Town Planning etc.) OR equivalent knowledge and skills gained through relevant experience. You will also have a track record in project development and management, fundraising strategy, historic building conservation and community engagement. With strong IT and communication skills, you'll ideally have experience of leading on the development and/or delivery of a historic buildings project.

Based in Perth, the following terms and conditions apply: 36 hour week/min. 25 days' annual leave and flexible working. While this is a 1-year, fixed-term contract, there is the possibility of continued employment with the Trust subject to successful fundraising. **For an informal discussion call David Strachan, Director, on 01738 477081. Job Description and person spec: www.pkht.org.uk**

Application by covering letter and c.v. to: David.Strachan@pkht.org.uk

Closing date for applications: 5pm on Friday 5 April 2019.

Interviews will be held on: Monday 15 April 2019.