



# **SURF Alliance for Action Programme Vacancy: Langholm Facilitator (part-time)**

*SURF is looking for a committed and well-organised individual, with an active interest in community regeneration, to help support the delivery of its Alliance for Action programme in the town of Langholm.*

*This paper sets out a description of the main duties, the qualities and skills required, the main terms and conditions, and some additional information relating to this position.*

## **1 Context of this position**

### **About SURF**

SURF is Scotland's regeneration forum. It aims to improve policy and practice in collaborative efforts to regenerate disadvantaged communities across Scotland. It does so: by networking people, knowledge and experience via seminars, study visits and conferences; by sharing information through reports and briefing papers; by producing policy manifestos and an online magazine; by undertaking research and organising an annual awards process; and by working closely with key policy-makers in local and national government and relevant agencies.

SURF's membership, of over 250 organisations across Scotland, features representatives of all the major players in regeneration, including national bodies, local authorities, voluntary and community groups, and private companies. SURF is an independent social enterprise, financed by membership and sponsorship fees, events income, and service delivery contracts.

The SURF staff team currently comprises six members:

- Chief Executive
- Policy and Participation Manager
- Information, Communications and Events Officer
- Development and Learning
- Research and Administrative Assistant (part time)
- Financial Administrator (part time)

### **About this vacancy**

Since 2013, SURF has been operating a regeneration support and learning initiative called the Alliance for Action. This is a cross-sector, collaborative programme that connects local assets and initiatives in five Scottish places with wider regeneration policies and resources. Its dual purpose is:

- to further strengthen resilience and practical outcomes in the focal communities;
- to enhance wider policy and resource considerations for supporting community regeneration in the post-2008 economic context.

SURF's Alliance for Action is backed by the Scottish Government and the Big Lottery Fund in Scotland. With their support, SURF is recruiting part-time facilitators in some of our newer Alliance for Action sites, including Langholm. The main aims are to help progress locally identified regeneration aspirations, to contribute to the recording of learning outcomes, and to support SURF in the delivery of cross-site initiatives.

Specifically, the post-holder will be responsible for helping to build on local demand for new economic opportunities, an enhanced tourism offer, and increased collaboration between local groups and initiatives. SURF's 2017-18 Alliance for Action feasibility study for Langholm established broad consensus on the town's main strengths. These included its historical significance, a strong culture of community activity, and a high quality physical and natural environment. It also highlighted significant social and economic challenges. These include an ageing population, a declining local economy, and limited local development opportunities for young people.

SURF's feasibility study identified seven shared priority themes, three of which – economic purpose, tourism, and community empowerment – have been agreed as the basis of SURF Alliance for Action programme support offer.

The primary role of the local facilitator will be to assist in the development of productive, cooperative activity under these themes. That will include providing all reasonable support to local stakeholders for project planning, resource and process development, implementation and evolution.

The facilitator will be responsible for promoting a coherent, holistic approach to regeneration in Langholm, in line with agreed feasibility study outcomes. This will involve identifying opportunities for enhanced partnership working in cooperation with, and reporting regularly to, SURF and local stakeholders.

SURF is confident that this presents an exciting and rewarding opportunity to contribute positively to the future of the historically significant town of Langholm, and to wider regeneration policy and practice considerations.

Further information on the Alliance for Action in Langholm, including the final feasibility study report, is available on the SURF website: [www.surf.scot/langholm/](http://www.surf.scot/langholm/)

## **2 Main activities for this post**

The successful candidate will have responsibility for the following areas of activity:

- Liaising regularly with local, regional and national players engaged in regeneration activity in Langholm, responding to all reasonable requests for guidance and development support.

- Investigating viable opportunities for supporting the delivery of local regeneration aspirations identified in the feasibility study report, managing the initial development of new initiatives directly where required.
- Providing regular progress updates to SURF, and contributing to wider Alliance for Action activities, including national Alliance for Action conferences and cross-site study visits.
- Representing SURF in discussions, formal meetings and events relating to the Alliance for Action programme in Langholm.
- Promoting SURF's role in local Alliance for Action activities and encouraging the participation of local stakeholders in national SURF Alliance for Action events.
- Maintaining an accurate database of local stakeholders and their involvement in the process.
- Liaising with SURF, Dumfries & Galloway Council and other relevant partners to stay informed of regional and national developments in regeneration policy and practice.

The successful applicant will be supported the SURF staff team and by access to its knowledge, networks and resources. The SURF staff team and partners in Dumfries and Galloway Council will provide early key information and introductions as part of a comprehensive induction process.

### 3 Qualities and skills

SURF is seeking the following qualities and skills:

Essential:

- Excellent interpersonal skills and an ability to work well with a range of stakeholders, including representatives of community groups, public agencies, private businesses, and charities.
- Good current knowledge of, and an active interest in, community regeneration policy and practice.
- Approachable, reliable, well organised and efficient.
- An ability to communicate in an accurate, friendly, confident and effective manner with a wide range of people and organisations, both verbally and in writing.
- A strong knowledge of the funding and policy climate for regeneration activities in Scotland.
- An ability to produce high-quality reports regularly and in a clear, concise format.
- An ability to respond efficiently to direction from SURF and local stakeholders, and to work pro-actively using initiative and judgement.
- Strong IT skills, particularly in the Microsoft Office applications Word and Outlook.

Desirable:

- Experience in project management and partnership working towards the delivery of place-based social, physical and/or economic regeneration.
- A good awareness of the social and economic context in Langholm and the wider south of Scotland.
- A degree level qualification in a regeneration-related subject.

### 4 Terms and conditions

**Job Title:** Langholm Alliance for Action Facilitator

**Purpose of this post:** To support the delivery of SURF's Alliance for Action programme in the town of Langholm.

**Location:** The post-holder will be based in Langholm. Intermittent travel to other Dumfries & Galloway locations, Glasgow and Edinburgh may be required for certain activities, for which expenses will be reimbursed in full.

**Salary:** £30,000 (pro rata).

**Hours:** 17.5 hours per week (ideally over two and a half fixed weekdays, but some flexibility may be required by both parties and this may be negotiated by mutual agreement).

**Responsible to:** The post-holder will be managed by SURF's Policy and Participation Manager.

**Length of contract:** Initially for twelve months, from 1 October 2018 to 30 September 2019. Continuation thereafter is subject to a review of programme impacts and resources.

**Entitlements:** The holiday entitlement is 25 days annual leave and 15 public holidays per annum (pro rata). Sick leave and other entitlements will also be on a pro rata basis, as laid out in the standard SURF employees' contract of employment.

## 5 How to Apply

To apply for this position, please submit a C.V. of no more than two pages, plus a covering letter providing evidence of meeting the required skills and qualities specified in section three (also of no more than two pages) to Derek Rankine, Policy and Participation Manager, by email or post:

- Email: [derek@surf.scot](mailto:derek@surf.scot)
- Post: SURF, Orkney Street Enterprise Centre, 18-20 Orkney Street, Glasgow G51 2BX

The **closing date** for applications is **Monday 20 August**.

Interviews are scheduled to take place in Langholm on Wednesday 29 and Thursday 30 August.

If you have any queries or would welcome an informal chat about this role, please contact SURF's Derek Rankine on 0141 440 6393.



*SURF's Alliance for Action programme is delivered by SURF with support from the Scottish Government and the Big Lottery Fund in Scotland.*

SURF Scotland's Regeneration Forum, Orkney Street Enterprise Centre, 18-20 Orkney Street, Glasgow G51 2BX  
Tel: 0141 440 0122 / Email: [info@surf.scot](mailto:info@surf.scot) / Website: [www.surf.scot](http://www.surf.scot)

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