

Business Development Manager

Job Description & Application Information

South West Mull and Iona Development is excited to be recruiting a Business Development Manager to maximise the economic potential from our community-owned assets, enabling us to generate income, become financially sustainable, and create more prospects locally.

We are looking for someone with passion, drive and commitment, along with a strong community focus, and experience of project management and business planning.

Full-time position with a starting salary of £29,120.

The intention is for this post to become permanent, but it will initially be offered on a one-year contract.

The successful postholder will be based at the Columba Centre in Fionnphort, with travel to projects required and working from home a possibility.

Overview

South West Mull and Iona Development (SWMID) is a community company limited by guarantee with an operating area comprising the South West of the Isle of Mull and the Isle of Iona. Led by our communities' needs and aspirations, our vision is to deliver regeneration through projects which benefit the area economically, socially and environmentally. SWMID is not for profit and any profits made are re-invested into our existing projects or used to support new initiatives. On behalf of the local community, we own and manage 789 hectare Tiroran Community Forest, enabling us to create jobs, enhance biodiversity and improve access and enjoyment of the forest for all. Income from commercial felling in the forest has allowed us to purchase, on behalf of the community, Bendoran, a shoreside facility, that we are developing as a watersports hub and the site of shoreside processing for community-owned Aird Fada Seaweed Farm. We also manage part of the Columba Centre, providing space to local projects, and the Ross of Mull Community Garden, located in the grounds of the Ross of Mull Historical Centre. We consult frequently and are ambitious and innovative in the ways we take forward the ideas generated.



South West Mull and Iona Development is a Company Limited by Guarantee; Registered in Scotland;
Company No: 472460; Registered Address: Columba Centre, Fionnphort, Isle of Mull, PA66 6BL

www.swmid.co.uk

Purpose of Post

The role of the Business Development Manager (BDM) will be to maximise the economic potential from the community owned assets of South West Mull and Iona Development, enabling the organisation to generate income, to become financially sustainable, and to create more prospects locally. Reporting to the General Manager, the role will focus on creating new business opportunities at Tiroran Community Forest, Bendoran and Aird Fada Seaweed Farm, as well as other income-generating projects identified by SWMID and the wider community.

Main Responsibilities

- Working with the General Manager, senior staff team and the Board, to identify appropriate business development opportunities from SWMID's assets.
- Communicating effectively with a wide range of people including the Board of directors, staff team, the community, partner organisations, statutory bodies and potential customers.
- Overseeing existing operations at Aird Fada Seaweed Farm, including line-managing our Project Officer.
- Developing business opportunities arising at Tiroran Community Forest; Bendoran; Aird Fada Seaweed Farm.
- Developing other income-generating projects identified within the scope of our local plan
- Driving forward innovation.
- Project managing feasibility and business planning activities, including cashflows, pricing, profit and loss; working with external consultants where appropriate.
- Reaching out to and engage with potential clients, including market research.
- Producing marketing plans and seek new markets.
- Providing regular reports to General Manager and project subgroups.
- Delegating work as appropriate, with the potential for new project officer posts to be created.
- Investigating future funding opportunities from a variety of sources and submitting funding applications.

Person Specification

Skills

- Excellent interpersonal skills for developing relationships within the community and with partners, funders, customers and others.
- Good written and verbal communication skills
- Excellent IT skills,

Experience

- A proven track record in project management, including budgeting and business planning.
- Experience of working with external partners, statutory agencies etc
- Proven team working skills and experience of collaborative working.

Personal Qualities

- A strong community focus.
- Tenacity and drive to seek and to deliver new business opportunities.
- The ability to multitask and to prioritise your workload.
- A flexible approach to work with the ability to adapt to a fast-paced, ever-changing environment, and to cope with uncertainty.

Other

- A current driving licence and access to a car.

Accountability

The post holder will be employed by SWMID and report directly to SWMID's General Manager.



Terms and Conditions

- The intention is for this post to become permanent, but it will initially be offered on a one-year contract. Proposed start date of end September/beginning October 2022.
- Starting salary is £29,120 per annum.
- Working hours are 37.5 hours per week between Monday and Friday. However, there can be flexibility in how these hours are worked through the week. Occasionally there will be a requirement to work on a Saturday or Sunday due to a community event or meeting.
- Annual Leave is 25 days + 8 days bank holiday to be taken at any time, by negotiation.
- There is a legal requirement for us to enrol you into the SWMID pension scheme, provided by NEST. (Currently, Employee's contribution is 2.5% and Employer's contribution is 6%) You will have the option, once employed, of opting out of the pension scheme.
- In principle, the post will be based at our office at the Columba Centre, Fionnphort, Isle of Mull PA66 6BL and there will be a requirement to travel to projects. We are happy to discuss flexible working!
- SWMID is committed to ensuring that all contractors and members of staff employed, and all applicants for employment, are given equal opportunity, irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation, in line with the Equality Act 2010.
- SWMID is open to consideration of any proposal that advocates a realistic 'job share' working arrangement to deliver the contract.





Applying for this job

If you think you have the skills, experience and drive to make a success of this post, SWMID would welcome the opportunity to hear from you.

Please apply by completing the application form with reference to the skills and experience required for this role.

The application form can be filled in online as a Google Form on the SWMID website. You can also request a Word version of the form by contacting our General Manager, Celia Compton, at ccompton@swmid.co.uk. Any other queries relating to this job should also be directed to Celia.

The closing date for applications is midnight on Sunday 28th August 2022.



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