

PROJECT MANAGER – Neep and Okra Café Application Pack

Deveron Projects

Deveron Projects is based in the rural market town of Huntly, Scotland. We connect artists, communities and places through creative research and engagement.

The *town is the venue* describes the framework in which we work and contribute to the social wellbeing of our town. We inhabit, explore, map and activate the place through artist driven projects. Huntly's small town context, its 18th Century streets and the surrounding Aberdeenshire countryside offer an abundance of possibilities to work with. We have engaged with local people and their clubs, choirs, shops, schools, churches, bars and discos here since 1995.

ARTocracy is the creative work method we use within the *town is the venue* framework. It suggests that all people have creative power, which reaches far beyond the walls of a gallery or art centre.

Huntly

Huntly is our place, where we have been working for over twenty years. The 18th century market town provides the social and environmental context, based on the Aberdeen – Inverness railway line with over an hour's drive from any larger cultural and art provision. It has a population of 4500 and serves a hinterland of another 4500. Since 2016, 104 refugees from Syrian have been resettled in Aberdeenshire: Deveron Projects has worked with the Syrian new Scots through various food related events so far.

Our cultural audit has identified a myriad of over 150 clubs and organisations and a historically interesting, but now neglected town centre. Economically the town suffers from a decline in retail – reflected in the look of the place; and a decline in employment. The social indicators of Huntly's community show multiple deprivations.

The Neep and Okra Café

At Deveron Projects, we take a big interest in food and its relation to both the alleviation of poverty and environmental issues. We also strive to integrate the most vulnerable of our community through socially-engaged projects. We are currently looking at town regeneration and ways to deal with Huntly, such as empty shops, rural isolation and youth unemployment, through promoting sustainability and local food economy. (For more information on recent projects, see: [Town is the Garden](#) and [Room to Reinvent](#))

The Neep and Okra Café is a community cooking initiative by Deveron Projects in collaboration with the Amal Project set up by the Syrian new Scots (SNS) in Aberdeenshire. It follows a successful pilot project – our Number 11 Café: <https://www.deveron-projects.com/no-11-cafe/>

We believe that through this initiative, we can improve the diet and health of vulnerable members of our local community whilst providing the Syrian community with opportunities to improve their English skills, work prospects and integration. The Neep and Okra Café will foster a sense of social cohesion between these two vulnerable

communities. Our idea is to hire a small venue with a kitchen to bring people together in a space that is both functional for cookery purposes and also encourages hospitality, friendship, nutritional education and communication.

Task Description

The Project Manager will oversee the running of this project during the first year of its existence, based on an Aspiring Communities Fund supported business plan.

We are looking for a creative and driven team member with a keen interest in community development through socially engaged art and community hospitality. An understanding of our vision and location to carry out our community work in a sensitive and engaging manner is essential to create a lasting impact with the town and its partners.

The Project Manager will liaise with local community groups, venues, partners and stakeholders. They will have strong administrative and accounting skills, and be able to work with the Aberdeenshire based Amal Project and other local partners in Huntly to develop the Neep and Okra project into a thriving social enterprise. We also want to use this opportunity to identify other ethnic community and food poverty partners in the AB54 area, who are interested in hospitality and cooking skills.

Key tasks will be:

- lead recruitment of chef-artist, cooks, work placements and volunteers
- work with chef-artist, Environmental Health Officer, Town is the Garden team to design kitchen at new premises
- establish working relationships with kitchens across town
- develop both food and civic programmes
- establish strong working relationships with community groups, in particular with our partners the Amal Project and Huntly Town Team
- develop new café space at the former Square Deal space on Huntly Square
- develop a plan of activity to tackle poverty and increase social cohesion through a programme that combines cooking, hospitality provision, entertainment and recreation, skills sharing and training elements
- Develop income raising strategies – to include sales and fundraising
- administer all required finance and reporting needs for funders and other stakeholders as and when required
- represent the project on all local, regional and national levels

Requirements - essential

- strong entrepreneurial skills
- excellent social skills
- proven project management + fundraising skills
- interest in socially engaged art, food culture, sustainability and community development
- cultural understanding of people of different ethnic, economic and age backgrounds
- excellent administrative and accounting skills, with attention to detail
- excellent IT handling skills
- to be a good team worker, while having a strong ability to work on own initiative
- Able to work unsocial hours

Requirements - desired

- welcoming and assisting attitude towards artists, community and other guests
- interest and experience in socially engaged art
- network within wider food and ecology sector in Scotland
- practical skills in property management
- good visual and design skills
- interest in horticulture
- Driving License

Conditions

Reporting to:	Director, Deveron Projects
Salary:	£27,839 per annum
Hours:	full-time (40 hours), 12 months
Holidays:	32 days (including public holidays in Scotland)
Location:	Deveron Projects, Huntly
Starting:	1 August 2019; offered for one year in the first instance

Due to the nature of the work, the post requires to work flexible hours, to include unsocial and weekend times.

The position is funded by the Aspiring Communities fund with support from the European Social Fund.

Expressions of interest should include

- A covering letter not exceeding 1 A4 page (point12 text) stating why you wish to be considered for this position
- A CV detailing relevant past experience
- Contact details of two referees
- Optional: up to two additional items that provide examples of past work relating to your relevant interest/experience (e.g. press clippings, photos, short films, no lengthy documents please!)

Please send your expression of interest to robyn@deveron-projects.com; clearly marked as 'Neep and Okra Café Project Manager application' in the email header.

An application form will be sent to shortlisted candidates.

Deadline for application: Tuesday 25 June 2019
Skype interview (shortlist): Friday 2 July 2019
Interview (from skype shortlist): Friday 5 July 2019

More information

www.deveron-projects.com | www.facebook.com/townisthevenue