



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

*SURF is looking for an efficient 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 centre of Peterhead, Aberdeenshire.*

*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 efforts to successfully regenerate disadvantaged communities across Scotland. It does so: by organising seminars, study visits and conferences; by sharing information through reports, briefing notes, policy manifestos and an online magazine; through undertaking research and organising an annual awards scheme; and by working closely with key policy-makers in national government.

SURF's membership, of over 300 organisations across Scotland, includes representatives of all the major players in regeneration including national bodies, local authorities, voluntary and community groups, and private companies. SURF operates as a charity, financed from membership and sponsorship fees, events income, and service delivery contracts.

The SURF staff team currently comprises five members:

- Chief Executive
- Policy Manager
- Events, Information and Communications Officer
- Financial Administrator (part time)
- Alliance for Action Dunoon Facilitator (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 several 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 continuing recessionary context.

Five places have participated in the Alliance for Action: Dunoon (Argyll), East Kirkcaldy (Fife), Govan (Glasgow), Langholm (Dumfries & Galloway) and Rothesay (Isle of Bute). With the support of the Scottish Government, our key programme partner, SURF is recruiting part-time facilitators in two new Alliance for Action sites in 2022/23, one of which is Peterhead.

The main aims of the post are to help progress locally identified regeneration aspirations, to record and share 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 complementary economic, physical and social improvements in the town centre, following consultation activities in recent years including those that informed a 'Choose Peterhead' Community Charrette and a Peterhead Regeneration Action Plan. The consultation activity highlighted broad consensus on Peterhead's strengths, such as its strategic location, its rich heritage, its economic assets, and its diverse, active community. It also drew attention to town centre challenges, such as the need to reduce significant anti-social behaviour, to improve pride of place, to address vacant and derelict sites and buildings, to do more to attract and retain visitors, and to provide new social and economic opportunities for young people.

With these opportunities and challenges in mind, the consultation activity identified a number of priority projects, under themes such as feeling safe, improving public spaces, productively reusing vacant buildings, strengthening community led regeneration activity, and improving the visitor experience – which SURF, local community groups, the Rediscover Peterhead Business Improvement District, Aberdeenshire Council and other partners support further action on.

The primary role of the Peterhead Facilitator will be to assist in the development and delivery of these projects, including by 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 and holistic approach to regeneration in Peterhead. This will involve identifying opportunities for 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 one of the Scotland's most significant coastal towns.

Further information on the Alliance for Action is available on the SURF website:

[www.surf.scot/alliance-for-action/](http://www.surf.scot/alliance-for-action/)

## 2 Main activities for this post

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

- Liaise regularly with local, regional and national players engaged in regeneration activity in Peterhead, providing all reasonable requests for guidance and development support.
- Build positive relationships and encourage collaboration within and across sectors.
- Investigate viable opportunities for supporting the delivery of local regeneration aspirations identified in post-consultation reports.

- Provide regular progress updates to SURF, and contribute to wider Alliance for Action activities including national Alliance for Action conferences and cross-site study visits.
- Represent SURF in formal meetings and events relating to the Alliance for Action programme in Peterhead.
- Promote SURF's role in local Alliance for Action activities and encourage the participation of local stakeholders in national SURF Alliance for Action events.
- Maintain a database of local stakeholders.
- Liaise with SURF colleagues, Aberdeenshire Council and other relevant partners to stay informed of regional and national developments in regeneration policy and practice.

The successful applicant will be supported by SURF's resources and its staff team, which will provide early key information and introductions as part of an induction process, and ongoing support.

### 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.
- An active interest in community regeneration policy and practice.
- Reliable, well organised and efficient.
- An ability to communicate in an accurate, friendly, confident and effective manner, 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 partners, 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 Peterhead and the wider Aberdeenshire region.
- A degree level qualification in a regeneration-related subject.

### 4 Terms and conditions

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

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

**Location:** The post-holder will be based in Peterhead town centre. Intermittent travel to Glasgow & Edinburgh may be required for certain activities, for which expenses will be reimbursed in full. SURF will provide desk space in a town centre building. While some home working will be accepted, it is important for building local relationships and knowledge, that a significant majority of working time is spent in the town centre.

**Salary:** £33,000 (pro rata)

**Hours:** 17.5 hours per week (SURF is flexible on the specific working days and the spread of hours each week, which may be negotiated by mutual agreement).

**Responsible to:** the post-holder will be managed by SURF's Policy Manager, but will operate to regeneration demands agreed by the local Peterhead community.

**Length of contract:** Initially for 24 months, from an intended start date of 9 January 2023. 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 Manager, by email or post:

- Email: [derek@surf.scot](mailto:derek@surf.scot)
- Post: SURF, Unit 15, 6 Harmony Row, Glasgow G51 3BA

The **closing date** for applications is 5pm on **Monday 14 November**.

Interviews are scheduled to take place in Peterhead on Monday 28 November. An interview panel of three will comprise representatives of SURF, Aberdeenshire Council and a Peterhead community group.

If you have any queries or would welcome an informal discussion about this role, please contact SURF's Derek Rankine on 0141 440 6393 or [derek@surf.scot](mailto:derek@surf.scot).



*SURF's Alliance for Action programme is delivered by SURF with support from the Scottish Government.*

SURF Scotland's Regeneration Forum, Unit 15, Six Harmony Row, Glasgow, G51 3BA  
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