



**Cleveland
Pools Bath**



www.clevelandpools.org.uk Charity Number 1109433 Company Number 5354621

Job title: PROJECT DIRECTOR. Salary/contract £40,000. This is a 30 month contract.

Responsible for the management and delivery of the Cleveland Pools Restoration Project through to completion.

Brief: The Cleveland Pools Trust has been awarded funding by the National Lottery Heritage Fund to restore as a community asset the oldest public outdoor swimming pool in the UK. The Cleveland Pools site, a Georgian gem, is located in **Bath** and was open to the public from 1815 until 1978. This is an exciting opportunity to bring back to life a significant building at risk in this World Heritage Site.

The post holder will provide project management services to the Trustees of the Cleveland Pools Trust, a charitable organisation, and will be supported by a team of two officers to be appointed and an already appointed Design Team of project managers, architects, engineers and quantity surveyors. Full details of the site, the project and photographs can be found on our web site

www.clevelandpools.org.uk.

Responsibilities:

Reporting to the Trustees you will manage the project through the delivery stage to the opening season, directing and managing the appointed Design Team to deliver the Business Plan and manage the risks, compliance, quality and cost of the project.

You will work with the project managers, Provelio, to execute the procurement process from tendering stage to selection and appointment of appropriate contractors to deliver the construction phase.

You will manage the stakeholder management plan and communication plan, ensuring all internal and external stakeholders are managed in a proactive way. The site is in a residential area and regular communication and liaison with the residents' groups is crucial.



Cleveland
Pools Bath



www.clevelandpools.org.uk Charity Number 1109433 Company Number 5354621

You will have direct management responsibility for a small team of two staff as well as the overall responsibility of ensuring that all consultants are working together and meeting programme deadlines and milestones.

You will manage the £5.7m budget, monitoring and producing regular financial reports to ensure proper control of resources and timely draw down of funds. You will also, through the governance process, be involved in fundraising.

You will work with the preferred operator of the completed Pools to ensure that all operational staff and an operating system will be in place to deliver the business case. You will support the operator for the first four months of the open season.

Skills: Strong project management skills and experience delivering a construction project is essential as is proven experience of managing contractors in a multi-disciplined environment.

Experience of working with the National Lottery Heritage Fund is desirable but not essential.

You must have a sensitive approach to heritage.

Strong people and communication skills, leadership and the confidence to be seen as the leader of the project liaising with key stakeholders and volunteers at all levels.

Proven experience in managing procurement, contracting and financial processes.

Applications to recruitment@clevelandpools.org.uk together with CVs.

Closing date 22nd March and interviews are planned for the 8th April 2019