

Job description: Director, Borders Forest Trust

The Role

Borders Forest Trust (BFT) is seeking a Director to lead and direct an innovative and developing Charity at a key point in its development. The role requires vision, a commitment to the natural environment, strong strategic acumen and the ability to network and influence at all levels.

Entrepreneurial skills are required to further develop income generation and ensure the effectiveness of the delivery of our strategic objectives.

You will provide the drive and enthusiasm that motivates and maintains the focus of a small team. A demonstrable track record in fundraising, financial management, team leadership and development are pre-requisites for this role.

This challenging position offers a unique opportunity to have a major impact on the restoration of native woodlands in Southern Scotland for the benefit of local and wider communities.

The Organisation

Borders Forest Trust was established in 1996 to promote community involvement in the restoration and conservation of native woodlands and their associated habitats and species in the South of Scotland, an area with the lowest percentage of surviving native woodland cover in mainland Scotland. BFT has grown steadily and now manages about 3,000 ha of woodland and other habitats, half of which it owns.

Our vision for the South of Scotland is for a place where a rich tapestry of native woodlands and wild places can flourish, cared for by local communities. The Trust's work supports community woodlands, habitat restoration, education and arts, as well as woodland based economic activities.

Responsibilities

The successful candidate will be responsible for leading the Trust's strategic development, management, fundraising and partnership building. The position requires imagination, strong leadership, strategic planning skills, excellent interpersonal qualities, proven fundraising capabilities and knowledge of social and economic issues related to woodlands.

Reporting to the Board of Trustees, the Director's key responsibilities include:

- Acting as the public face of the Trust with funders, statutory bodies, project partners, members and the wider public.
- Developing and implementing the fundraising strategy, this will include managing relationships with existing funders and developing new sources of funding.
- Leading and managing the Trust's professional team of ten staff.
- Preparing annual budgets and 3 -year business plans, including financial projections, for Trustee approval.

- Developing and delivering new projects consistent with the Trust's strategic objectives.

Qualifications, Knowledge & Skills

Essential

- Proven ability to communicate effectively with a wide range of people.
- Proven ability in the development and implementation of successful fundraising programmes.
- Experience in financial management, including interpreting and presenting financial information.
- Extensive experience with project development and proposal writing.
- Proven ability to motivate staff and develop teams to achieve on-the-ground results.
- Ability to use MS Office, in particular Word and Excel to an advanced level.
- Full UK driving licence.

Preferred

- An interest in and knowledge of nature conservation.
- Experience and knowledge of forestry
- Experience developing and implementing native woodland restoration projects.

Personal Requirements

- Self-motivated with the ability to motivate others and deliver results through teamwork.
- Analytical and problem solving skills alongside a flair for developing and initiating new ideas on a timely and accurate basis.
- Ability to prioritise and work in a structured and ordered manner.
- Strong interpersonal, verbal and written communication and presentation skills.
- Able to perform field work, such as visiting woodland sites in remote upland locations.

Other Conditions

Hours: This is a full-time post. Significant evening and weekend work will be required.

Location: This post will be located at the BFT Office near Ancrum, Jedburgh. It is preferable but not essential for the Director to reside in the Scottish Borders.

Travel: Significant travel will be necessary, mainly within Southern Scotland. Travel to locations accessible only by car is necessary and, where appropriate, mileage costs will be payable.

25/02/12