

# The MacDougall of Dunollie Preservation Trust

## Dunollie Links: Heritage Engagement Officer

20 Hours/week

£23,00 pro-rata

Closing date: Friday 27<sup>th</sup> November 2020 at 5 pm

Virtual Interviews: W/B 30<sup>th</sup> November 2020

Start date: Monday 14<sup>th</sup> December 2020

Flexible working pattern. Fixed term until April 2021 with the possibility of extension

### JOB DESCRIPTION

The MacDougall of Dunollie Preservation Trust was set up in 1998 to provide specific charitable benefits.

The Trust's charitable purposes are to advance the heritage of the historic castles and collections historically belonging to the family of the MacDougall of Dunollie, Oban, Argyll, hereditary chiefs of the Clan MacDougall, and to preserve and retain in Scotland the artefacts, paintings and others also historically belonging to the MacDougall's of Dunollie, and to advance education through public display, community engagement and interpretation of these historic assets.

Our Vision is to be Oban's jewel; the internationally celebrated centre for Scottish culture and heritage and home of the world-wide Clan MacDougall

Our Mission is to conserve, develop and share our cultural and natural heritage for the benefit of the local, national and international community.

Dunollie has become part of the fabric of the local community drawing on resources from its heritage assets to benefit local people. At Dunollie we endeavour to engage people to provide opportunities and benefits through learning, participation and volunteering in a wide range of activities and to establish positive change in their lives and in their attitude to caring for their local heritage.

We are looking for a 'people person' to join our team; a great communicator who will develop heritage opportunities and our work with communities. This will involve a wide variety of activity from developing community projects to shaping our approach to community engagement, ensuring that heritage is at the core of all activities.

Our ideal candidate will be passionate about the importance and the principles of community involvement, and will be able to demonstrate an understanding of



- how social disadvantage can impact upon people's lives and what benefits can be generated through access to cultural heritage
- the importance of providing public access to cultural heritage for learning and recreation
- the benefits to people of volunteering opportunities
- the benefits of heritage organisations of having engagement with the local community.

This is a unique role; we are looking for someone who can think both creatively and tactically.

## THE ROLE

This role provides an exciting opportunity for a person with experience in the heritage sector and community engagement to develop and progress the work of Dunollie through our community engagement programme: Dunollie Links.

The post-holder will develop learning, volunteering and social inclusion opportunities using a creative approach to provide new ways to share experience and develop ideas; to cross intergenerational gaps and provide opportunities for participation using exploration of history and cultural heritage as a common focal point.

## RESPONSIBILITIES

- Developing and working collaboratively with the team to deliver learning, volunteer and social inclusion opportunities.
- Coordination and recruitment of volunteers. Including managing group activities and communicating well with all participants.
- Responsible for providing regular reports on the social benefits of the programme for the board of trustees and funders.
- Working with local community groups and organisations to seek out and develop innovative approaches to participation with heritage. Identifying community issues, needs and problems and work collaboratively to support the planning and delivery of projects which address those needs.
- Furthering stakeholder engagement in the heritage sector, local community and academic sphere.

The nature of work undertaken by Dunollie is varied and some evening and weekend work may be required as dictated by the project schedule.

## Candidate Profile

| Experience   | Essential | Desired |
|--|-----------|---------|
| Experience working with schools & communities                        |           | ✓       |
| Experience of developing, planning and delivering learning materials |           | ✓       |
| Experience working in the Cultural Heritage sector                   | ✓         |         |

|   |   |   |
|---|---|---|
| Experience of sharing cultural heritage with different types and ages of people   |   | ✓ |
| Experience of managing and reporting on projects against agreed targets   | ✓ |   |
| Experience of managing volunteers   |   | ✓ |
|   |   |   |
| <b>Skills &amp; Knowledge</b>   |   |   |
| Computer literate   | ✓ |   |
| Use of online platforms to engage people and run projects   |   | ✓ |
| Excellent communication and presentation skills   | ✓ |   |
| Team worker   | ✓ |   |
| Ability to multi-task   | ✓ |   |
| Higher education qualification to degree or equivalent relevant experience  | ✓ |   |
| Full driving licence and access to car  | ✓ |   |
| Knowledge of cultural heritage in Argyll  | ✓ |   |
|   |   |   |
| <b>Personal Qualities</b>   |   |   |
| Enthusiastic, positive, self-motivated and flexible   | ✓ |   |
| Interest in cultural heritage   | ✓ |   |
| Passionate about the importance and the principles of community involvement   | ✓ |   |
| Understanding of how social disadvantage can impact upon people's lives.  | ✓ |   |
| Understanding of the essential role volunteers play in the cultural heritage sector   | ✓ |   |
| Clear grasp on the benefits community engagement can have for people of different ages and walks of life, in particular, young people and vulnerable people | ✓ |   |

To apply please submit your CV and a covering letter to [info@dunollie.org](mailto:info@dunollie.org) by Friday 27<sup>th</sup> November at 5 pm.