



CONNECT

COMMUNITY TRUST

Moving forward, together.

Connect Community Trust is a Development Trust and Social Enterprise based within the Greater Easterhouse and East End of Glasgow. Our organisation is first and foremost community-led, with the community at the heart of everything we do and is one of our key strengths. Connect is a forward thinking, creative and diverse organisation that has an ambitious and exciting future ahead.

We are looking for a CEO that can take forward and build upon the achievements over the past 19 years and support the community to overcome challenges, embrace and lead positive change and create and develop social enterprise activities to sustain the organisation.

Job Title:	Chief Executive
Hours:	Full time (35 hours per week)
Salary:	£40,000-£47,000 (dependent on experience)

Overview

As Chief Executive you will have responsibility for the management and development of the organisation. Leading, directing and motivating the senior management team, operational staff and volunteers in the implementation of agreed policies and strategies.

The role of Chief Executive at Connect is all-embracing and an exciting opportunity within a thriving and ambitious organisation. The duties of the post are diverse and, inevitably, vary to take account of needs and priorities. With 3 separate community facilities in the East end of Glasgow and a range of priorities, management of staff teams and projects can be demanding but also very rewarding.

Key duties include:

- To report comprehensively to the Chairman and Board of Directors on the progress of the Company, and to provide appropriate documentation and agenda papers for discussion, decision and development.
- To ensure that objectives and requirements are identified and met, and that the full range of programmes and services offered are marketed effectively.
- To ensure that Connect services and activities are well structured and managed effectively.
- To oversee the financial management of the Company, the production of corporate and management accounts, and external audit of the accounts.
- To ensure the structuring and observance of all relevant policies and procedures
- To provide active leadership and support for staff, to encourage and promote development across the full range of the Organisation's activities.
- To apply, manage and report to funders and manage contracts effectively and ensure that outcomes are met for all involved

Key Skills

- Excellent communication and people skills
- Proven track record of building and implementing successful strategies, plans and work.
- Good presentation skills and ability to represent the organisation at all levels.
- A well-developed understanding of, and commitment to, the principles and practice of community development and empowerment.
- Ability to motivate, inspire and lead management team and staff, and to delegate responsibility and authority as appropriate.
- Confident in negotiating and challenging constructively
- Sound understanding of the financial, legal and business skills essential for the safe operational management of the Company's affairs.
- A sufficient understanding of estate and facilities management functions, to support Centre Managers in the care of sites and buildings.
- An understanding of statutory and other safety management requirements, across the full range of the Connect Community Trust activities
- Strategic vision, an enthusiastic, imaginative and innovative approach to development
- Experience of fund-raising and applying for funding
- A high degree of self-motivation, ability to cope with stressful situations, and a commitment to ongoing personal and professional development.

A full application pack is available by emailing jobs@connect-ct.org.uk