**Spire View Housing Association**

**Heritage Engagement Officer**

Job Title- Heritage Engagement Officer

Salary £33,409 (pro rata)

Hours of work- 14 hours per week over 24 months

Location- Roystonhill Community Hub

**Job Overview**

You will facilitate project delivery and support the development of Community Engagement using Heritage as an engagement tool to increase participation in our new, What was there before the tenements? project.

You will liaise with organisations, community groups and individuals to create volunteering opportunities.

The Heritage Engagement Officer will recruit, engage volunteers in training programme and provide guidance and support to volunteers.

**Key Duties & Responsibilities**

Coordinate the digitisation of a photography collection and the creation of heritage resources which will be archived digitally and will be made available to the wider community and beyond.

To undertake recruitment of volunteers.

To provide guidance, training and development to all volunteers through supervision, ensuring they feel supported whilst participating in the project.

Work with Management Board and partner organisations to develop heritage related activities which enhance programme of activity for volunteers.

To regularly review and evaluate the heritage and volunteer activity to ensure positive outcomes are being assessed and evaluated.

To coordinate volunteers, school pupils and community groups to deliver a range of heritage related activities and interpreting their stories to celebrate and share Royston’s heritage.

**Person Specification**

**Knowledge, skills, experience required for the role**

* Experience of working in a heritage setting or delivering a heritage related activity
* Experience of supporting groups and individuals with Digital Technology and accessing online resources
* Experience of engaging and developing relationships with volunteers and partner organisations
* Good organisational skills with the ability to work with a proactive, flexible approach to meet project outcomes.
* Good digital skills would be advantageous but not essential as training can be given.
* Experience of monitoring on the finance and activity outcomes and reporting this information back to funders and Board of Trustees.
* The ability to work independently as well as part of a team.

Person Specification:

All of the following requirements will be assessed from a combination of information provided from the CV, the interview process and references:

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| **Skills and Abilities** | **Essential** | **Desirable** |
| Excellent verbal, written, communication and presentation skills | √ |  |
| Ability to meet deadlines |  | √ |
| Excellent Group Work Facilitation Skills | √ |  |
| Excellent organisational skills and the ability to manage a wide range of tasks | √ |  |
| Ability to use own initiative and organise own workload in consultation with SVHA | √ |  |
| Ability to prioritise and to manage sometimes competing demands and ability to cope with limited resources |  | √ |
| Ability to foster collective working between organisations |  | √ |
| Ability to be self-administering | √ |  |
| Ability to demonstrate an active commitment towards equal opportunities and anti-discriminatory practice | √ |  |
| Ability to deal with information in a confidential manner and respond with sensitivity to the opinions of others | √ |  |
| Ability to think creatively |  | √ |
| Ability to inspire and motivate others | √ |  |
| Strong interpersonal skills and the ability to deal with a diverse range of people | √ |  |
| Good IT skills including word processing and database management | √ |  |
| **Experience** |  |  |
| Experience of working in, or with, the voluntary sector |  | √ |
| Experience of working with volunteers, an empathy with volunteers and an understanding of their needs | √ |  |
| Experience of working with heritage projects |  | √ |
| Experience of working across different sectors and developing links with other agencies |  | √ |
| Experience of contributing effectively as a team member | √ |  |
| Experience of using evaluation and monitoring tools and techniques |  | √ |
| Experience of report writing and an ability to maintain records and produce clear written and oral reports |  | √ |
| **Knowledge** |  |  |
| Understanding of volunteering | √ |  |
| Knowledge of Heritage projects and what they can achieve |  | √ |
| Knowledge of the voluntary sector |  | √ |
| Knowledge of good practice in volunteering |  | √ |
| Understanding of the issues facing the community of Royston |  | √ |
| **Training and Qualifications** |  |  |
| Educated to higher level or professional qualification |  | √ |
| **Other** |  |  |
| Ability to work comfortably with a range of partners | √ |  |
| Driving License with access to own vehicle |  | √ |
| Ability to work evening and weekends on a flexible basis (with time off in lieu) | √ |  |

**What was there before the tenement's?**

**Background Information**

Spire View Housing Association (SVHA) is a small community based and tenant controlled social landlord with a wider commitment to the regeneration of Royston, in north-east Glasgow, one of the most disadvantaged neighbourhoods in Scotland. SVHA has operated in the Royston area for over 25 years with the core function of providing good quality, affordable housing which targets households and families in greatest need. We employ 20.45 FTE staff and over the last 25 years have delivered a number of community projects and initiatives in Royston in partnership with other local organisations which address poverty and inequality in order to improve the lives of local people.

In 2016 we secured funding to buy and develop the old rainbow hall which is now the Roystonhill Community Hub – a vibrant community centre in the heart Royston which opened in 2019. The Hub is the centre of community activity which includes a community café, the Pantry (a membership-based shop that provides good food at a subsidised rate), volunteer opportunities, and is host to a range of community events and activities; health, fitness and social groups, and specialised family and individual support services.

We are part of the Royston Strategy Group (RSG) and as such we collaborate to ensure a joined-up approach to regeneration and partnership working which addresses the many issues our community faces, ensuring that local people have a voice in shaping the things they want to see happen in their community and are directly involved in the design and delivery of services which affect them the most.

# **About the project**

In terms of community engagement, we have consulted with a range of local groups who have been involved in previous heritage activities and are keen to share their skills and experience with other local groups and volunteers to meet the What was there before the Tenements outcomes. We have also consulted and engaged with local young people from Royston Youth Action Group who have shown an interest in learning about the history and heritage of their local community and contributing to our digital platform.

Rosemount Lifelong Learning have indicated that they would like to contribute resources including volunteer time to support the project and its outcomes. We have co-ordinated with Claire Thomson, Librarian at the Mithell Library who has advised us on the archived records applicable to our local area, and how to make the records accessible to our project, both in terms of accessing physical material and accessing digitised records. After an initial visit to the archives to assess the number of records held, we identified several documents that will be beneficial to our project including a photography collection. Furthermore, we have engaged with the Mitchell Library with regards to introducing our volunteers to the archived collection.

Spire View HA’s Management Committee have engaged with local groups and organisations such as Royston Youth Action, Rosemount Lifelong Learning, and our locally elected official all of whom have presented a letter of support for our project and the new learning activity plan.

Recovering from Covid 19 we are eager to develop a new volunteering programme that will reduce social isolation and increase opportunities for people to make new friends and have fun. Additionally, people will be inspired to promote a positive message about their town, through celebrating their heritage with the wider community.

In more pragmatic terms with respect to the social history we want to focus on, for many residents, Roystonhill/Garngad is still a living memory, but there has been regeneration and development phases where housing and industry have been demolished - sadly there exists a narrow window of opportunity for capturing and preserving those memories before they are lost forever.

Spire View HA are committed to establishing strong links between older people and younger people and will coordinate activities and events to encourage intergenerational working. The project will provide support to bring older and younger people together from across the community using digital inclusion to bring together this age range of residents to share stories of the past. Using digital technology to archive and share their stories for future generations, will also help to reduce social isolation, whilst improving the younger volunteer’s employability and personal development, and sharing and celebrating their heritage together. We have consulted within the community and have identified young people and organisations who support the digital heritage project and its outcomes.

We would like to create a digital and exhibitions space at Roystonhill Community Hub for people to continue to share their family memories and stories after the projects ends by sharing their photographs and film footage of the local area where it can be documented and stored for future generations creating a timeline digital archive of regeneration and change across the local area.

**What was there before the tenements?**

Our Management Committee would like to develop a digital heritage platform to host (What was there before the Tenements?) with the aim to explore Royston's history and heritage through archived photography and document collections available at local and national archives and how it relates to the local and national story of industry, transport, and housing.

Through community and partnership collaboration we aim to celebrate and share our history and culture in new and exciting ways. The heritage activities we have planned are incredibly valuable to our community and will help people have a greater sense of identity, place, and increased community spirit, pulling people together and encouraging learning.

A heritage engagement officer will be recruited whose role will be to coordinate and administrate the project whilst providing additional support to learner /volunteers’ personal development. A community engagement/volunteering mentoring programme will be established to recruit and build capacity through volunteers whose role will be to research, promote and share our heritage findings by increasing the use of digital technology, digital participation whilst creating an online digital heritage platform.

We want to see the benefits of our past heritage delivered to people to feel a greater connection with their heritage and that of others by:

* Researching the archived Garngad/Royston collection held at the Mitchell Library including accessing the digitised Special Collection of photographs and research documents providing alternative means of access via our online digital platform. Participants and volunteers will have the opportunity to visit the Mitchell Library and browse the collection in person whilst receiving onsite training increasing volunteer's skills.
* Our community reminiscence sessions guided by trained experts, will provide opportunities for gathering our rich heritage sources and allow people to recall their experiences of living, working, and socialising in the local area.
* Providing public access by creating a local and national online digital presence. sharing and celebrating our local history/heritage resources making them more available to visitors and increasing access to virtual visitors via our online website.
* Volunteers will become familiar with the range of skills needed for the meaningful documentation of our heritage and cultural assets, and the ability to present them effectively for the use by varied user groups and audiences engaged in areas such as cultural heritage tourism both locally and nationally
* People have shared stories that they felt would be lost due to an ageing community if not captured now, stories regarding the regeneration and development of the area with regards to housing, industry, and social relationships.
* Our activity plan will include both formal and informal training opportunities.

Our new project and digital heritage platform will provide the resources to meet with the groups including older people resident in the area and individuals to record their stories.

A digital participation programme will be delivered by experienced training providers whose role will focus on developing a sustainable outlet which will host an archive of online resources to provide access to an array of research materials, recorded oral histories and photography archive for the residents of Royston beyond the life of the project, produced and updated by skilled volunteers who are eager to contribute to their community. Overall, the Royston digital heritage space will provide a portable asset which can be shared with the wider community, creating new audience development and increase community cohesion and people’s life chances, enabling them to develop skills for lifelong learning resulting in an enhanced connectivity across the community.

Local people will increase their skills, knowledge, and transferable skills to increase employability and volunteering opportunities.

• 10 trained volunteers

• Over 100 participants creating content for the What was there before the Tenements? online platform

• 20 participants both young and older will be trained to gather Oral Histories

• Decrease in social isolation and loneliness

# **Why our project important to our community?**

What was there before the tenements? is an exciting collaborative project between Spire View Housing Association, Royston Youth Action, local groups, and our local schools. The two-year project will focus on establishing a digital heritage platform which will act as a repository for a digitised photography collection and stories gathered through reminiscence sessions with the wider community.

For many, Royston has a long history dating back to 1506 and hosted the largest chemical complex in Europe. The area attracted people from Ireland and further afield looking for work and a new way of life. Garngad was the scene of one of Glasgow Corporation's earliest major slum clearance programmes, beginning in 1933. Many of the residents moved to the new scheme in nearby Blackhill. New housing was built, and the makeover was taken a stage further in 1942 when the area was officially renamed Royston.

Many of the original tenants in the Blackhill scheme came from slum housing in Garngad which had been condemned as unfit for human habitation. The Blackhill housing estate provided a vast improvement in living conditions and was popular with tenants. In the post-war years, however, the condition of the houses deteriorated. Few tears were shed when many of the flats were demolished in 1983 to make way for the M8 motorway.

Roystonhill, has a diverse cultural community which is notable for its large population of immigrants mostly of Irish descent. However, we recognise the importance of engaging with New Scots and people recently moved to the area to capture everyone's journey who reside in the local area.

Regeneration and the passage of time has erased many of the landmarks, housing, and industrial commerce across Royston. Our project will bring to life the past heritage through accessing online maps dating back to the early 1700’s of the area allowing residents both young and old to share and celebrate their local history.

**People will have developed skills**

Our activity plan involves the local community in creating and compiling a new accessible heritage digital local archive. The plan will create informal learning opportunities for learning about heritage and in doing so enhance education/training opportunities for local people.

Training opportunities include- Oral History, Digital Participation Workshops Research/Archiving/workshops. The training programme will support and sustain the development of the project through our activity learning programme.

The two-year project will focus on establishing a Heritage Digital Community Hub with weekly access to a drop-in for weekly digital skills learning sessions delivered by experienced tutors. The workshops will be delivered 1 session pw x 2 hours x 36 weeks over two years. Our research workshops will be delivered 1 workshop pw x 2 hours x 96 weeks contributing to an online resource to encourage community connectivity and cohesion.

Our activity plan has been designed to maximise volunteering opportunities with both an informal and formal learning development programme to increase people's life chances in the world of work and education.

* An accredited SQA Award in Digital Skills will be awarded to volunteers and participants
* Informal skills will include Oral History, Archive and Research and Hosting Events