

AMLWCH INDUSTRIAL HERITAGE TRUST

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JOB DESCRIPTION

Role: Project Director

Reporting to: Amlwch Industrial Heritage Trust (AIHT) Board

Value: See below stages

Duration: See below stages

Type: Freelance contract

Introduction:

This is an opportunity for a talented individual for this capital cultural project and renewed cultural programme at a proposed new visitor centre and improved heritage walking trail. The vision is to create at Parys Mountain a thriving visitor centre with local resident's engagement in our new programme and facilities. You will lead the development of the capital and programme improvements (Parys Mountain).

AIHT are embarking on the next chapter, with ambitions to build upon, transform and redevelop our public offer at the Parys Mountain location. The Project Director will work closely with AIHT Trustees to achieve our vision.

The vision:

We are looking for someone with ideas and a proven track record. The Project will create an inspiring heritage & nature centre. A hub for exhibitions, workshops, new creative spaces, a bar café and improved experiences on for the heritage walking trail.

Contract stages;

- **Stage 1a**
Value £20,000; (subject to AIHT securing funds – awaiting announcement)
Development and submission of Pre-Planning, and then full Planning Permission.
EOI (expression of interest) grant application to National Heritage Lottery (NHLF) for approximately <£500,000 capital.
Submission of additional smaller capital and programme grants to achieve the required overall budget for this project (estimated £600,000).
Period: May 2025 – March 2026
- **Stage 1b:**
Additional fee opportunity for appointed contractor (subject to Board agreement and raising funds to pay for your work). Maximum value £20,000
Create an interim period pop-up programme to test content and audiences.
Development of permanent programme content for exhibitions, learning, and online.
Period: May 2025 – June 2026

The Project Director will support our journey by inspiring local, regional and national collaboration to evolve a capital project and programme model.

We are looking for the right person for this role, with a knowledge of what we do, someone with the passion to make things happen, a commitment to change and development and the determination to see things through.

Example of NLHF EOI expectations;

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| <ul style="list-style-type: none">· Subcontractor coordination: Lead in the onboarding and management of a Landscape Architect to develop existing condition surveys and recommendations to RIBA Stage 3, ensuring that accessibility is considered throughout. |
| <ul style="list-style-type: none">· Oversight of trials and structural surveys: Ensure low carbon mortar trials, asbestos investigation, gunnite removal tests, and hydrology investigations can be completed by contractors. |
| <ul style="list-style-type: none">· Management of Environmental Impact Assessments: To understand risks to existing habitats and ecosystem services, and develop a baseline understanding of species. |
| <ul style="list-style-type: none">· Renewable Energy Initiatives: Ensure that Landscape Architects work alongside the appointed Community Energy Organisation to integrate renewable energy solutions into final designs. |
| <ul style="list-style-type: none">· Public Consultations: Support in the preparation, delivery, and analysis of public consultations. To ensure the local community is part of co-designing the programme for this vision. |
| <ul style="list-style-type: none">· Planning Permission & Compliance: Oversee the preparation and submission of planning permission documents, including those related to energy infrastructure, Listed Building Consent, and new signage installations. |
| <ul style="list-style-type: none">· Documentation: Contribute to reporting, business plan, commercial opportunities, and ensure detailed method statements, project briefs, risk assessments and other documents required by the National Lottery Heritage Fund are developed. |
| <ul style="list-style-type: none">· Problem-Solving: Identify and implement workable solutions to challenges as they arise during project execution. |

· **Project management:** In addition to conducting regular site inspections and audits to monitor progress and compliance, manage budgets, quality, and timelines, and ensure project delivery aligns with health and safety requirements throughout.

Responsibilities:

- Develop and submit grants for; capital, budget and programme development, in our building and beyond, working strategically and commercially to support the ambition.
- Develop a realistic and evidenced forecast of visitor, programme and business modelling.
- Lead on collaboration with experts and the public to fully develop the vision.
- Develop and sustain partners to ensure a high-quality project.
- Develop an innovative and exciting heritage & biodiversity programme within a sustainable business model.
- Oversee the technical development of resources and operation to ensure a first-class venue and facilities at Parys Mountain, delivering a quality service for visiting shows and exhibitions.
- Manage freelance contracts relating to the programme and venue development such as design, construction, online, audiences and archive & collections experts.
- Maintain a transparent and accountable process of documented working, with accountable decision making. Ensuring full transparency for the Trust Board.

Essential Skills:

- Excellent experience in heritage and culture programmes for the public.
- A strategic thinker experienced in working within complex partnerships and/or consortiums (commercial and subsidised).
- A successful proven track record in cultural fund raising – capital & revenue.
- An understanding of the importance of diversity in heritage & biodiversity programming and cultural development.
- Excellent communication and interpersonal skills, supportive to others.
- Passion for working as part of and leading a team.
- Committed to EDI.
- Experience in financial budgeting and management.
- A network of contacts on the UK and international creative and visitor culture.
- Experience in developing/managing learning and public engagement programmes.
- An understanding of heritage and culture funding, sponsorships, members and loyalty schemes.
- To be experienced in being a spokesperson advocate, including leading talks and events, with audiences, funders, prospective funders, partners, and sponsors.
- An understanding of the role of digital and online widening access to heritage and culture.

Application via CV and two-page maximum letter of application.

Email to: projects@copperkingdom.co.uk

Deadline: 25th April 2025

About us:

AIHT charitable remit:

To preserve, restore and interpret for the benefit of the public whatever of the natural, historical, architectural, archaeological, industrial and transport heritage may exist in the form of sites, buildings, artefacts, documents with reference to Mynydd Parys, Dyffryn Adda and Porth Amlwch and its environments for the advancement of technical, historical and general education within the area of benefit.

Charity – 1073520

Website: <https://copperkingdom.co.uk/amlwch-industrial-heritage-trust/>