



JOB TITLE: Fairy Pools Facility Manager

RESPONSIBLE TO: OATS Chief Executive

LIASON WITH: Trustees, Access Projects Manager, MCHA Trustees, OATS Staff, The Public, Affiliate Membership etc

SALARY: Salary (£27,313 to £29,102)

LOCATION: Fairy Pools Car Park Facility - Skye

THE POST:

This is a key post with scope to develop in future years and will focus on the management and day to day running of the Fairy Pools Car Park Facility at Glen Brittle. Primary focus will be on ensuring the smooth running of the facility, managing staff, keeping the car park, toilets and building clean and tidy, and providing information to visitors. The Facility Manager will be responsible for day to day running of the Facility, line management of full time and casual/seasonal staff, procuring and managing suppliers and services, statutory health, safety and environmental requirements of the site, liaison with stakeholders and the public, reporting to OATS line management.

AREAS OF RESPONSIBILITY:

- Ensure compliance with Statutory Framework including for Health and Safety and Environment
- Line Manage Facility Supervisor and Casual/Seasonal Staff
- Meet and greet customers, and be able to make recommendations on how to enjoy the site, and provide information on other local visitor attractions
- Ensure the running of the car park is smooth and efficient, that the entrance and exits are clear, and ensure the facility is clean and tidy
- Ensure all car parking spaces are being used effectively, and that ticket machines are working properly
- Ensure the toilets are clean and well stocked with supplies
- Liaise with Minginish Community Hall Association, land managers and public bodies

- Liaise with Skye Mountain Rescue Team and the Police on emergency/rescue procedures
- Contribute to associated projects such as the NCHF Skye Iconic Sites Project

Person Specification

- Excellent communication skills and a customer focus
- Ability to assess risk and experience/qualification in managing statutory health safety and environmental site requirements
- Experience of supervision, support and guidance of staff and ensuring standards of work
- Self-organiser, proactive and a problem solver
- Ability to set up and manage supply lines and procurement of goods and services
- First Aid qualification
- Ability to develop and maintain effective relationships with key stakeholders
- Ability to work weekends and be flexible with work timing seasonally
- Ability to work with staff and stakeholders in planning further development opportunities for the facility

HOURS OF WORK:

40 hours per week mostly between 0800 – 1800 including breaks. There will need to be some flexibility with shorter daylight hours during the winter, and longer hours during the summer and other peak holiday times.

ANNUAL LEAVE:

This post includes 36 days per year annual leave, and this includes all public holidays.

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Pension

A contributory pension scheme is available.

Please Return Applications to dougie@outdoorsaccesstrustforscotland.org.uk by no later than midday on 30th June 2022