# Shape  Description automatically generated with medium confidenceVictoria Baths Trust

# Job Application Form

**Application for the post of Director**

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| **Name** |  |
| **Address** |  |
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| **Telephone** |  |
| **Email** |  |
| **Educational Qualifications** Including dates - please begin with the most recent | (The box will expand as you add text) |
| **Employment History** Including dates - please begin with your current/latest post | (The box will expand as you add text) |

**The Victoria Baths Trust is looking for someone who will:**

* Be responsible for developing, managing and building the reputation of Victoria Baths as a cultural events space, visitor attraction and vital community resource set within an historic building.
* Ensure the successful completion of a major capital building project, within budget and on time.

**How do you meet the requirements of the post?**

**Please show clear evidence of how you meet the criteria.** Just stating you have a skill or experience is not enough, please provide real examples. Use as much space in each box as you need for your answer.

(The boxes will expand as you add text)

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| 1. Knowledge and experience of the management, maintenance, and operation of historic buildings. |
| 2. Knowledge of Victoria Baths, its history and architectural significance. |
| 3. Experience of delivering a significant capital building project, working with multiple stakeholders, project managers, consultants, and contractors.  |
| 4. Experience of developing and delivering a strategic plan; preferably for a cultural, arts or heritage organisation. |
| 5. Excellent leadership and people management skills; experience of managing, motivating and inspiring teams of people. |
| 6. Excellent communication skills, in particular the ability to deal with a range of contacts at all levels, from Trustees to donors, funding bodies, local community representatives, the press and the general public. |
| 7. Good financial management skills and an entrepreneurial mindset; including an understanding of the need for commercial success alongside the delivery of community responsibilities. Experience of delivering to budget. |
| 8. Knowledge and experience of funding streams open to arts, heritage and community projects. Track record of securing funding for projects and core costs. |
| 9. Understanding of the importance of heritage, art and culture to local communities, particularly with regard to their wellbeing. |
| 10. Experience of the maintenance and conservation of historic listed buildings. |
| 11. A comprehensive network of contacts within the Northwest arts and heritage sector. |
| 12. Demonstrate project delivery experience. |
| 13. Experience of working with a charitable Board of Trustees. |
| 14. Experience of venue licensing requirements. |

**Referees**

If we offer you this post, we will take up two references before we confirm your appointment. Please provide below the name and contact details of two people who know you well but who are not related to you; preferably your current and previous employers.

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| (The box will expand as you add text) | (The box will expand as you add text) |

Signed………………………………………………………………………………….

Date…………………………………..

*Please return this form by 5pm on Wednesday 15 May 2024.*

NB We reserve the right to close applications early if we receive a high volume, so please apply early.

**Please send by email to:**  **archie@victoriabaths.org.uk**