



Vacancy for Project Manager

for the Common Ground in Sacred Space Development Project

Job Title:	Project Manager
Location:	St Nicholas Cathedral, Newcastle upon Tyne.
Contract:	This post is offered on an initial basis of one year with the expectation of extending this for a further three years subject to a successful HLF Round Two application. There will be a three month probationary period.
Hours:	37.5 hours per week
Salary:	£42,000 per annum

The Development Phase of our project, Common Ground in Sacred Space, is now under way and we are seeking an enthusiastic individual looking for an opportunity to be in at the beginning of an exciting development project which will fundamentally change Newcastle Cathedral both physically and in how it is used. Our ultimate aim is to become more relevant to our city, increase our civic engagement and in so doing, ensure our survival and a secure and resilient future.

The initial focus of the role is twofold: first the strategic and operational delivery of Phase 1 of the Common Ground in Sacred Space project, and second developing and submitting a Round Two Heritage Lottery Fund application to secure the main funding.

The successful candidate will be highly organised and enjoy being the oil that makes a project work more effectively and efficiently. She or he will have experience of project managing a significant capital project as well as being comfortable with coordinating the subsequent activity of a busy community hub which will bring large numbers of people through our doors.

Closing date for receipt of application forms:	Wednesday December 20 th 2017 (12 noon)
Interview date:	Tuesday January 23 rd 2018
Preferred start date:	April 2018