



Project Lead – Rural & Islands Parliament (August 2024)

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If you would find it helpful to receive this application pack in a different format, for example in large print, please contact Artemis (artemis@sra.scot or 0773 059 6842)

This post is funded by:



About Scottish Rural Action

Scottish Rural Action (SRA) is a charity set up in 2013 to support the rural and island movement in Scotland.

We put our values of *inclusion, diversity, cooperation, democracy* and *impact* into practice through **strengthening participation** of rural and island communities and interest groups in service design and in policy making; and through **promoting knowledge exchange and cooperation** between rural, island and urban communities.

Our platforms include the [Scottish Rural & Islands Parliament](#) and the [Scottish Rural & Islands Youth Parliament](#), both of which are connected through the [European Rural Parliament](#) to a network of rural organisations covering 42 countries. Collectively, we shine a light on the culture, resilience, enterprise and innovation within rural and island places, demonstrating the role they play in addressing global challenges including the biodiversity and climate emergencies, population migration and rising cost of living.

We are a small team of staff and volunteers, and when it comes to our own focused advocacy, research or campaign work, we choose areas which are brought to us by our members and which also align with our own lived expertise and passions - anything from enterprise to rural healthcare, anti-poverty work or support for village halls. Information about our work is on our [website](#).

Working with Scottish Rural Action

There will be times when we need all hands on deck, especially in the run up to major events but, generally, working with SRA means you have freedom to shape your project's pace and direction, as well as your personal development. We are also keen to ensure your work fits in with other commitments or interests. As Project Lead:

- You can opt to work between 3 to 4 days per week
- You can opt for condensed hours, flexible hours or for a job share arrangement
- You can choose to distribute your hours across the year in such a way that helps alleviate pressures due to caring responsibilities (e.g. work different hours during school holidays)
- You can be self-employed or on payroll (please note the salary and pension details in this job pack correspond to you being on payroll)
- You can work exclusively from home or work a day a week at a work-hub near to you

Other benefits of working for SRA include:

- 33 days annual leave pro rata inclusive of public holidays
- 6% employer pension contribution
- 2 days per annum volunteering leave
- £400 per annum personal allowance for training, development or wellbeing-related activities (this amount is in addition to any core training mandated by your role)
- Opportunities to travel across Scotland and internationally

About the role

Salary	£31,800 pro rata
Pension	6% employer contribution
Hours	4 days per week (negotiable)
Leave entitlement	33 days pro rata inclusive of public holidays
Location	Home-based with option for 1 day/week in a local work hub
Responsible to	SRA's National Coordinator
Expected Start date	October 2024 or as soon as possible

Rural & Island Parliaments are **participative democratic processes** which aim to:

- amplify the diverse voices of rural and island communities in Scotland, in the UK and internationally;
- promote self-help, solidarity, exchange and cooperation between communities; and
- connect communities directly to decision makers to ensure that government policy is shaped by rural and island expertise.

They are designed on a two to three year cycle. The process is initiated at a large-scale assembly, bringing together hundreds of rural and island people in person and online to explore different **thematics (policy areas)** such as housing, transport, childcare, land management and culture. The outputs – from policy recommendations to practical projects and tools – are brought to life immediately following the assembly.

The [Scottish Rural and Islands Parliament](#) was launched in Oban in 2014, followed by assemblies in Brechin (2016), Stranraer (2018), virtually (2021) and Fort William (2023). The 2023 SRIP also saw the inaugural [Scottish Rural & Islands Youth Parliament](#) (SRIYP). Funding comes from a variety of sources, including the Scottish Government and Scottish Rural Network. Secretariat and coordination is provided by Scottish Rural Action working with others such as the Scottish Islands Federation. The programme and assemblies are shaped by a wide range of organisations who take on the role of '**curators**'. A list of 2023 curators is found [here](#). The SRIP and SRIYP are connected through the [European Rural Parliament](#) (ERP) to a network of rural organisations covering 42 countries.

Operational responsibility for delivering the SRIP and SRIYP process, and the ERP sits with SRA's National Coordinator. As Project Lead, you will work in collaboration with the National Coordinator, with SRA's Board and wider staff team, as well as with curators and host communities, to support delivery. As of August 2024, we are taking forward the outputs of the 2023 SRIP and SRIYP, including through planning a national roadshow. We are also beginning to set in motion the 2025 SRIP and the 2025 European Rural Parliament.

The role is exciting and diverse and would suit someone with excellent project management and communications skills who sees the strengths and potential in rural and island places, and who believes in the transformative power of community participation and collective action.

This is a one-year fixed term contract funded by the Scottish Government and Scottish Rural Network. Prolongation of the contract beyond 12 months is envisaged subject to the necessary funding.

Job Description

Your role is to support delivery of the Scottish Rural & Islands Parliament (SRIP), the Scottish Rural & Islands Youth Parliament (SRIYP) and European Rural Parliament (ERP), ensuring that rural and island people and organisations can contribute to these processes in ways that are meaningful and give rise to lasting benefits for themselves and their communities.

Main responsibilities are:

1. To foster positive relationships with stakeholders involved in, or interested in, participating in the Scottish Rural & Islands Parliament and European Rural Parliament, in particular the SRIP and SRIYP curators, government policy leads and host communities.
2. To work with stakeholders to support dissemination and local engagement with the outputs of the 2023 SRIP and SRIYP, including through planning and delivering a roadshow, online and in person across Scotland.
3. To work with SRA's Marketing Lead to maintain high visibility of the SRIP, the SRIYP and the ERP in our external communications, including through our websites and social media platforms.
4. To help scope logistics and funding for the 2025 Scottish Rural & Islands Parliament assembly and work with the host community and curators to design and deliver the programme, including any hybrid elements.
5. To develop and maintain knowledge on some of the SRIP thematics (policy areas) closest to your own interests, so you may best support curators in their session design and SRIP delegates in their participation.
6. To help scope logistics and funding for Scotland's participation in the 2025 European Rural Parliament, and contribute to its delivery.
7. To work with SRA's National Coordinator and Marketing Lead to develop case studies and quantitative evidence to evaluate and continuously improve the SRIP process.

The post is subject to receipt of two satisfactory references and right to work in the UK. The post-holder should have the ability to travel throughout Scotland. This includes access to a car or other appropriate means of travel. Travel and other expenses will be reimbursed in accordance with SRA's policy.

What we are looking for - attributes and experience

Personal Attributes

- Lived experience of rural and/or island life;
- An understanding and commitment to equality and diversity, and the ability to uphold these values and contribute to an inclusive working environment;
- Strong communication skills to correspond effectively with a range of stakeholders
- Ability to work under pressure in a fast-changing situation where flexibility is required;

Experience – essential for the role

- Experience working or volunteering on projects which enable communities, or other interest groups, to participate in shaping policy and practice;
- Demonstrable understanding of the Scottish, UK or European political context and how to influence change, including engaging with parliamentarians and other decision makers;
- Experience in developing, organising, delivering and evaluating events ranging from training seminars to conferences.
- Experience in building and supporting networks of people and/or organisations with shared interests; .
- Working knowledge of social media platforms

Experience – helpful to the role

- Experience working or volunteering with the rural community sector in Scotland, UK or Europe;
- Experience of applying for funding or negotiating sponsorship packages

We will assess your application (CV & cover letter) for evidence of the above attributes and experience before shortlisting for interview. Studies show that women, Black, Asian and Minority Ethnic people, LGBTQ+ people, and people living with a disability are less likely to apply for a job unless they meet all the criteria. So, if you're excited about this role but you feel your experience doesn't align perfectly with the bullet points above, we'd love you to apply anyway. You might be the perfect person for this role.

How to apply for this post

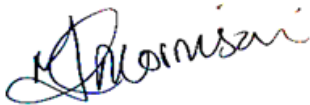
Opening Date	Monday, 12 August 2024
Closing Date	Midnight, Sunday 01 September 2024
Interview	Week beginning 09 September online

After reviewing this information, if you have any questions about the role or would like to discuss it further, please contact our National Coordinator, Artemis Pana by emailing artemis@sra.scot or telephoning 0773 059 6842. Any such contact will be treated anonymously and will not impact your application.

If you would like to apply for this post, please return your CV and a covering letter explaining how you meet “What we are looking for” (page 5 of this document) by midnight on Sunday 01 September to the Chair of SRA’s Board of Directors via info@sra.scot.

We will aim to contact you by Thursday, 05 September to let you know the outcome of your application.

Thank you for your interest in working with Scottish Rural Action.



Theona Morrison
Chair of the Board of Scottish Rural Action