

ROMAN ROAD TRUST



Roman Road Trust is looking for a Director to lead the organisation into the next stage of its evolution as a pioneering citizen-led regeneration organisation.

This is a varied role with scope for flexibility but successfully candidates must demonstrate a passion for community and the built environment - the intersection between people and place.

About Roman Road Trust

The Roman Road Trust (RRT) is a grassroots organisation helping regenerate a high street and its community in one of the poorest boroughs of the country - Tower Hamlets, London. The Roman Road is in the heart of London's East End and home to one of London's longest-running and largest street markets.

RRT's Vision is for a thriving local economy that gives opportunity and space for communities to flourish.

Since its creation in 2013, RRT has helped launch several regeneration initiatives including the Yard Market, Roman Road Festival, Roman Road LDN high street magazine, Orchard Project, Roman Road Bow Neighbourhood Plan and Globe Town Common Vision.

Plans for the future include the activation of an underused car park at the heart of the high street, with a view to developing the space for the benefit of the community and high street.

RRT is a Community Interest Company (CIC). All profits are ploughed back into our community initiatives. RRT is constitutionally set up as a membership organization, with local Members.

The Organisation

RRT is led by the Director who manages temporary project staff on an as-needed project basis.

RRT's activities have grown gradually since the organization began as the Roman Road Town Team in 2012, incorporating in November 2014. In this financial year the organization will turn over c£50k.

You will report to the RRT Board. The Board is non-executive and comprises:

1. Chair - Holly Stout
2. Secretary – Bridget Taylor

3. Commercial Director - Nick Morgan
4. Civic Engagement Director – Irene de Lorenzis
5. Director of Public Realm & Architecture – Eddie Blake
6. Finance Director – Chris Worthington

Role

- To lead, in conjunction with the Board, the development of the Company’s strategy;
- To ensure the Company is appropriately organized and staffed and to hire contract staff as necessary to enable it to achieve the approved strategy;
- To ensure that expenditures of the Company are within the authorized annual budget of the Company;
- To act as a liaison between management and the Board; you will be expected to attend all Board meetings. These are usually held in the evenings on a Tuesday. At the moment, these are monthly but it is intended to reduce these to quarterly once the organization is more established.
- To communicate effectively with shareholders, employees, authorities, other stakeholders and the public;
- Specifically to lead on the following projects 1. Activating of the car park site and the adjacent Common Room 2. Securing funding for and managing programming and community projects

Responsibilities

Some of the day to day responsibilities will include the following:

- To attend meetings with the Council as necessary
- To develop and maintain relations with community stakeholders, funders and partners
- To apply for grants and secure sponsorship that will fund RRT’s projects and programming
- To create detailed budgets, finance reports (Xero) and cashflow forecasts
- To recruit and manage project managers and volunteers
- To manage communications including the website, newsletters and social media
- To oversee the production of events and marketing materials as necessary
- To create impact measurement surveys and produce end of year reports

Candidates should have relevant experience in one or more of the following sectors: charities, social enterprises, outreach and engagement, community development, planning and architecture.

Pay and working arrangements

The role is part-time, estimated at two to three days a week at £25k-£30k pro rata, depending on experience, on a freelance contractor basis.

Roman Road Trust currently has use of office space at Mulberry UTC on Parnell Road. You should be able to work remotely if necessary.

The starting date will be first week in January with a handover period at the end of December.

How to apply

Please submit your CV and a covering letter explaining your interest in citizen-led urban regeneration to hello@romanroadtrust.co.uk by 5pm on Friday 9th November.