



**Rheilffyrdd Ffestiniog ac Eryri
Ffestiniog & Welsh Highland Railways
Interpretation and Boston Lodge
Project**



Training and Events Supervisor – Application Information

(A) Project Information

An overview of the project can be found on the project website

<https://nlhfproject.festrail.co.uk/project-overview/>

Please do read through this carefully as the post is one of several funded by the project and understanding the whole project is essential.

It is also well worth watching the short project introduction video that can be found here:

<https://nlhfproject.festrail.co.uk/video/>

Staffing

To deliver this ambitious program will be the Heritage Project Manager along with an Interpretation Officer, a Training and Events Supervisor, an Engineering Volunteer Supervisor and a Work Placement Officer and a Construction Project Manager. There will also be three trainee posts covering Interpretation, Works Administration and Project Management.

Target audiences

The project has a number of new target audiences including non-traditional railway visitors, people visiting from centres of urban deprivation, local people with family connections, schools in communities along the railway, young people in Gwynedd looking to develop skills, older people at risk of social isolation and adults working or living in stressful environments.

These are in addition to our current audiences of staff, volunteers, family visitors, adults on holiday, tour groups and international visitors, spectators watching the trains and visiting stations, special interest groups, ardent rail enthusiasts and local people attending special events.

See Action Plan Page p32ff

Volunteers

In working with volunteers FfWHR wants to:

- Provide suitable training for volunteers to undertake activities
- Retain specialised heritage skills amongst its work-force
- Recruit volunteers who are willing to learn and adapt
- Adhere to legislation on competencies, safe working
- Have volunteer leaders in some areas to support paid staff
- Recruit more volunteers from the local community
- Diversify its volunteer base

See Action Plan Page 98ff

Training and Events Supervisor

The Training and Events Supervisor will support the provision of a programme of hands-on training events and workshops that support skills and knowledge development of staff, trainees, volunteers and work placement students. They will report to the NLHF Engineering Volunteers Leader.

They will be responsible for the following:

- 3F Volunteer Trainer Assessor (Activity Plan Page 75)
- 3G Engineering Volunteer Skills (Activity Plan Page 76)
- 4A Specialist Heritage Learning (Activity Plan Page 83)
- 4C Schools workshops and experiences (Activity Plan Page 85)
- 4D Public workshops (Activity Plan Page 87)

More details can be found in the Activity Plan that is available to download from the careers page. It will help your application if you clearly demonstrate that you have the relevant skills and experience and that you understand what will be needed.

A full job description is provided separately.

(B) Further information about the post

The attracts a salary of £15,900 per annum which is pro rata of £26,500 for a full time equivalent.

The contract is 0.6FTE and is starting as soon as possible and will be for 2 years and is expected to be based at Boston Lodge, Penrhydaedraeth. As this post is part-time it will be possible for the hours to be flexible to suit the right candidate although a reasonable amount of working at weekends is anticipated give the emphasis on volunteer skills.

Railway employees benefit from

- A minimum of 28 days paid holiday, inclusive of all bank and public holidays. Pro rata for part-time posts.

- Enrolment into the company pension scheme after a qualifying period
- Company enhanced sick pay
- Travel benefits on the Ff&WHR and on national rail according to the Rail Staff Travel rules in place at the time of employment.

(C) How to apply

Applications **must** be submitted to nlhfapplications@ffwhr.com via the project website and each application should contain:

A completed application form

A Curriculum Vitae

A completed equality and diversity monitoring form – this is used only to monitor our recruitment and does not form part of the selection process.

If you would like to discuss the project or the role further please contact Iain Wilkinson on iwilkinson@ffwhr.com

The deadline for completed applications is mid-day 26th August.

All valid applications received will be responded to say whether applicants have been short listed or not.