

JOB DESCRIPTION:

Connecting Clydesdale Coordinator

Post Title:	Connecting Clydesdale Coordinator
Salary:	£29,944.08 (subject to annual review)
Pension:	3% Employer Contribution
Annual Leave:	25 days per year + 10 Public Holidays
Contract:	Fixed-term (12 months), Full-Time
Location:	Blended working: Clydesdale, South Lanarkshire with office base in Hamilton (minimum once per week) & optional home working.
Reports to:	Strategic Lead
Contract options:	Applications for the role will be considered on an employed, or seconded basis.
Requirements:	Full driving licence and regular access to a vehicle (travel costs reimbursed)

Equality and Inclusion

VASLan is committed to equality, diversity and inclusion.

We welcome applications from all members of the community and are committed to creating an inclusive environment for staff, volunteers, members and partners.

Organisational Profile

VASLan is South Lanarkshire’s Third Sector Interface (TSI). A TSI is required by the Scottish Government to operate across four key areas of activity:

- **Central Source of Knowledge:**
 - About the third sector locally
 - About local / national policy & how it might affect the local third sector, communities & citizens,
 - About how the third sector can contribute to those agendas.
- **Voice:**
 - Ensuring a strong third sector voice at a strategic level within local and national planning structures.
- **Building Capacity:**
 - Developing the capacity of volunteering, community groups, voluntary organisations, and social enterprise, to achieve positive change.
- **Connect:**
 - Providing leadership, vision and co-ordination with the local third sector to better respond to local priorities, including through partnership and collaboration.

At VASLan, we are committed to serving South Lanarkshire’s Third Sector. Our goal is to support voluntary and community organisations to be strong, sustainable and effective.

Background:

The post focuses on Clydesdale, responding to the locality's rural geography, transport challenges, and the need for strong local networks and partnership working. This foundational initiative will act as a catalyst for future transport innovations, including shared mobility models, local transport hubs, digital tools, and capacity-building for local partners. Ultimately, Connecting Clydesdale will generate a strong evidence base to inform future action, ensuring that transport solutions are not only efficient and cost-effective, but also equitable, inclusive, and community-led.

The purpose of this role is to work with the Connecting Clydesdale Consortium partners, local communities and a wide range of key stakeholders to develop a more coherent and connected community-led active and sustainable transport plan for the Clydesdale area, focusing initially on the 4 pilot areas.

Priorities:

- To build capacity, support collaboration, ensure local voices influence planning, and decision-making and to facilitate locally-led transport actions.
- To “increase connectivity to services, facilities, activities, training, education and employment for people within the locality.”

Responsibilities:

Project Specific -Working with key stakeholders to...

- Identify & learn from sustainable travel best practice solutions (local / national)
- Represent VASLan and the CCC in locality, rural transport and relevant partnership forums.
- Share impact & insights with all stakeholders to ensure that the local work feeds into strategic plans.

Project Specific -Working with the Connecting Clydesdale Consortium partners to...

- Engage with local communities who are experiencing rural isolation and/or barriers to participation.
- Support inclusive engagement activity and ensure all voices are heard.
- Identify gaps in public and community transport provision and emerging community needs.
- Identify, map, collate, & share information about existing active and sustainable travel options.
- Facilitate the co-design of locally-led, place-based solutions.
- Where possible, begin to test out community-led solutions.
- Maintain accurate records of activity, findings, outputs, outcomes & learning.
- Evolve plans for the next phase of the place-based work.
- With support, contribute to funder and partnership reports.
- With support, source continuation funding to expand the work.

General Duties - Working as part of the VASLan Team to...

- Provide advice, support and signposting to voluntary and community organisations.
- Build & maintain effective relationships with community organisations & statutory partners.
- Embed equality, diversity and inclusion in all aspects of work.
- Work flexibly, including occasional evening and weekend working.
- Carry out all work-related tasks in line with the policies and procedures and perform other similar and appropriate duties as required.

Person Specification:

	Essential	Desirable
Personal Attributes	<ul style="list-style-type: none"> ✓ Values-led approach ✓ Committed to equality, diversion and inclusion ✓ Committed to personal & professional development 	<ul style="list-style-type: none"> ✓ Committed to Community-Development Principles & Practice
Experience	<ul style="list-style-type: none"> ✓ Facilitating inclusive stakeholder engagement, and participation. ✓ Partnership working and/or multi-agency collaboration ✓ Working in community development, the voluntary sector or a related field ✓ Project Management (Operational level) ✓ Reporting 	<ul style="list-style-type: none"> ✓ Action-led research ✓ Locality planning ✓ Monitoring & Evaluation
Knowledge	<ul style="list-style-type: none"> ✓ Transport issues facing rural and semi-rural communities ✓ Knowledge of the Clydesdale area or transferable knowledge of similar communities 	<ul style="list-style-type: none"> ✓ Current active & Sustainable Transport Solutions ✓ Funding and regulatory landscape around public transport, particularly bus provision ✓ Local TS landscape in South Lanarkshire
Qualifications		<ul style="list-style-type: none"> ✓ Qualifications or certification in Community Development or a related field ✓ Transport Qualification ✓ Training Qualification
Skills and abilities	<ul style="list-style-type: none"> ✓ Enabling & Empowering approach ✓ Facilitation skills ✓ Able to build positive working relationships with a range of stakeholders ✓ Flexible & adaptable ✓ Good organisational skills ✓ A strong communicator, able to present information in a variety of ways, including reporting ✓ Self-Motivated & able to work well on own initiative ✓ Able to work well in teams ✓ Able to plan, prioritise and manage a varied workload ✓ Excellent time-management, time-keeping & reliability ✓ Strong IT skills with knowledge of Microsoft products ✓ Able to travel independently across the South Lanarkshire area. 	<ul style="list-style-type: none"> ✓ Strong presentation skills
Practical Requirements	<ul style="list-style-type: none"> ✓ Full driving licence and regular access to a vehicle ✓ Ability to work occasional evenings and weekends 	