



## **VIEWPARK** **CONSERVATION GROUP**

### Draft Terms and Conditions

- This is a full time permanent position, subject to funding, with a salary of £30,000.
- There will be a 6 month probationary period, and performance will be subject to regular review.
- The Development Manager will be expected to work from the VCG office at Midshawhead Farm. On-line computing facilities will be provided. A significant amount of the post holder's time will be spent in the estate.
- The Development Manager will be directly responsible to the Trustees of VCG. Line Management will be undertaken by one of the Board.
- The working week comprises a minimum of 35 hours per week. The post holder may be required to work flexible hours, where necessary, to meet the demands of the post. Time off in lieu will be given.
- The Development Manager will use his or her car for work related journeys. It is the responsibility of the post holder to ensure that their insurance covers them for this purpose.
- A mileage allowance based on Inland Revenue recommended mileage rates will be payable monthly in arrears. This will not be payable for the journey to and from work.



Viewpark Conservation Group  
Registered Charity Number: SC045857  
23rd February 2021