



Earlsferry Town Hall Limited,
a charity set up in 2020,
have an exciting opportunity
for a Development Officer
based at Earlsferry Town Hall
www.earlsferrytownhall.org.uk



DEVELOPMENT OFFICER – Earlsferry Town Hall.

Are you an outgoing communicator with strong interpersonal and organisational skills?

An exciting new opportunity has arisen for the recruitment of a Development Officer who will support, develop, communicate and drive community and commercial activities and events in Earlsferry Town Hall (ETH). Their goal is to help create a sustainable community hub, accessible and attractive to all, with a focus on helping those who are most in need.

The successful applicant will work to implement the Earlsferry Town Hall Business Plan by working with trustees, community leaders, current and potential users in Elie and Earlsferry and the surrounding areas.

Location: Earlsferry Town Hall.

Hours: Part time 21 hours usually over 3 days to be worked flexibly to meet the needs of Earlsferry Town Hall Limited and by mutual negotiation.

Salary per annum year 1 = £16,500 for 3 days (= £28k FTE) Contract: Initial term of 30 months

Further details: For a detailed Job Description and person spec contact Neil Cuthbert, Chair at info@earlsferrytownhall.co.uk To apply: Please send your CV to Neil Cuthbert at info@earlsferrytownhall.co.uk

Closing date for applications: 7th January 2023