

## **GOOD PRACTICE MANAGER JOB DESCRIPTION AND PERSON SPECIFICATION**

### **Context**

The Scottish Land Commission's vision is: a fair, inclusive and productive system of ownership, management and use of land that delivers greater benefit for all the people of Scotland.

The SLC is focused on four strategic priorities:

- **land for housing and development** – bringing vacant and derelict land back into productive use, improving land supply for housing and other productive development, and stimulating a more proactive approach to developing land in the public interest;
- **land ownership** – reviewing the issues associated with scale and concentration of land ownership, normalising community ownership and examining the potential role of land value tax and wider fiscal policy;
- **land use decision making** – improving the quality and accountability of decision making, supporting practical implementation of the Land Rights and Responsibilities Statement and guidance on community engagement;
- **agricultural holdings** – improving the relationships between landowners and tenant farmers and reducing land barriers to new entrants into farming.

Our priorities are set out in our Strategic Plan 2018-21 and our Programme of Work sets out in more detail how the Commission works to improve the productivity, diversity and accountability of the way land is owned and used in Scotland. As well as making recommendations on policy and legislation, we seek to shape and improve good practice on the ground.

The Scottish Land Commission is an Executive Non Departmental Public Body established by the Land Reform (Scotland) Act 2016.

Our **values** as an organisation are:

*Integrity – we work for and are accountable to the people of Scotland;*

*Challenge – we challenge ourselves and others to lead change;*

*Innovation – we develop ambitious and progressive thinking;*

*Empowerment – we motivate ourselves and others to realise Scotland's ambitions;*

### **Purpose of role**

The purpose of this role is to lead the Commission's programme of good practice to deliver practical implementation of the Land Rights and Responsibilities Statement, delivering a proactive programme of promotion, advice, codes and guidance that informs and influences practice on the ground.

This post will report to the Head of Land Rights and Responsibilities/Tenant Farming.

### **Responsibilities**

- Shape and lead delivery of a good practice programme that secures the buy-in of stakeholders to improving practice and delivering the principles of the land rights and responsibilities statement;

- Build strong relationships with key stakeholders in order to influence change and shared expectations of good practice;
- Lead delivery of advice to support implementation of the Guidance on Engaging Communities in Decisions Relating to Land;
- Lead development and review of a consistent approach to developing Land Rights and Responsibilities Codes of Practice;
- Support the implementation of Tenant Farming Commissioner Codes of Practice and casework, promoting good landlord/tenant relations;
- Manage casework associated with provision of advice, guidance and codes;
- Represent the Land Commission at external conferences and events, presenting guidance, advice and the Commission's work as required;
- Delegated authority for management of project budgets;
- Line-manage the Community Engagement Adviser posts;
- Contribute to the wider delivery and strategic development of the Commission's programme of work;
- Play an active role in promoting wider land reform objectives by participating in an on-going programme of public engagement (public events, articles and blogs);
- Prepare and present papers relating to core areas of activity at regular Commissioner's meetings.

## Person Specification

Criteria	Essential	Desirable
<b>Qualifications &amp; professional Experience</b>	A degree or equivalent professional experience in a relevant area. Awareness of current land reform priorities and the land use sector.	Experience in one or more of the following areas: land management, land use planning; policy development; community development; rural development, extension or advisory services.
<b>Provision of Advice and Guidance</b>	Experience of influencing practice through providing practical advice or guidance in a complex policy environment,	Experience of developing guidance or codes of practice. Experience of proactive promotion of practical advice, guidance or codes of practice,
<b>Communication &amp; stakeholder engagement</b>	Ability to engage constructively and proactively with a wide variety of stakeholders. Excellent written and verbal communication skills. Experience of representing an organisation with external stakeholders. Ability to initiate, develop and implement workable solutions in an environment where stakeholders may hold diverse opinions or conflicting priorities.	Experience of positively managing processes, expectations and outcomes across a range of stakeholders. Experience of developing positive communications strategies with stakeholders and across a range of media.
<b>Project management</b>	Strong project co-ordination / management skills and the proven ability to meet deadlines. Ability to manage own work-load in order to deliver organisational objectives. A flexible approach and ability to respond positively to change.	Experience of working remotely or with minimal supervision.

<b>People management</b>	Ability to line manage staff and provide advice and support to others in the team. Ability to work in a team to deliver common goals.	Experience of line management.
<b>Other</b>	Willingness to travel to fulfil requirements of the post.	