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www.landscaperesearch.org
Registered Company No. 01714386
Registered Charity No. 287160

COMMUNICATIONS & MEMBERSHIP MANAGER Job Advert

The *Landscape Research Group* (LRG) is seeking to appoint a part-time Communications & Membership Manager (CMM). The CMM will collaborate with the Board and with other staff to develop our membership and profile, and to enhance our charitable activities and achieve greater impact from them. LRG celebrated its 50th anniversary in 2017 and is opening a new chapter in its history, which includes appointing directly-employed core staff for the first time. This is an exciting time and the new CMM will play a key role in developing and delivering an enlarged, diversified and more active membership, as well as improved communications and relationships between the charity and its various networks, partners, stakeholders and the wider public.

About the Landscape Research Group

LRG is a charity, founded in 1967 (www.landscaperesearch.org). We aim to stimulate and promote landscape research, including through the dissemination of research results. We also aim to develop and serve a community of interest committed to the promotion of landscape research, its communication and its use.

We work for the public benefit and our distinctive priority is to promote research that contributes towards more equitable and sustainable relationships between people and landscape. Our *Research Strategy* calls for creative and proactive responses to some of the major challenges facing modern society.

We see the relationship between people and landscape as a fundamental aspect of life for everyone, everywhere. Through our trustees, members and partnerships, we represent a broad range of disciplines and interests. We connect people, knowledge and learning in the arts, humanities, social sciences and sciences. We forge links between the world of research and other areas of society and life. Our membership is open to anyone who has an interest in landscape and in the ways we shape, and are shaped by, the places in which we live. Fostering this diverse community is fundamental to achieving a full and varied understanding of landscape and to realising the public benefits that can flow from landscape research.

With our publishing partner Taylor & Francis, we publish the highly-respected international and inter-disciplinary journal, *Landscape Research* (www.tandfonline.com/loi/clar20). We grant-fund research projects. We organise a regular programme of research showcase and debate events in the UK and also support and collaborate with others in organising events in the UK, across Europe and the world. We communicate widely through our newsletter *Landscape Research Extra*, website, e-bulletin and social media. The Group has a small but international membership, with members in over thirty countries and territories worldwide.

Historically, the Group's activities have been delivered through the voluntary effort of its trustees and members, together with a number of part-time contract staff. The charity is in a relatively strong financial position, we have expanded our activities and are ambitious to achieve more in relation to

our charitable aims. Strategic priorities include sustaining and enhancing our activities that promote and disseminate landscape research; developing our membership, networks and partnerships; increasing and diversifying income; and enhancing LRG's profile and influence.

In order to achieve these aims, and in light of a recent strategic review, the Board has decided to place LRG on a new footing. This includes directly employing staff for the first time in LRG's history, i.e. a 0.5 fte Chief Executive and a 0.5 fte Communications & Membership Manager, both to be appointed in 2018. The charity will also continue to benefit from the services of a number of contractors supplying website, journal editing and administrative support services.

About the Role

We are looking for a part-time Communications & Membership Manager. The CMM will be responsible for developing, managing and maintaining the charity's various communications media. The post-holder will also contribute to reviewing the charity's communications and community development strategies. The post-holder will plan and manage events and collaborate with trustees and other staff on other activities. The CMM will play a key role in recruiting and retaining members, will liaise with members and will facilitate their more active involvement in the charity's activities. The post-holder will support the development of the charity's wider networks and partnerships.

This position is a part-time appointment (0.5 fte; 19 hours per week) at a salary of £25-28,000 per annum, pro rata, depending on experience. The post-holder can be located anywhere in the UK and will be home-based. There is a requirement for some travel within the UK and internationally, for which expenses will be paid.

The successful candidate must have strong communication, organisational and interpersonal skills. The post-holder will have experience in digital communications, planning and managing events and the development and management of membership communities and/or interest networks.

The Landscape Research Group Ltd is a charity registered in England & Wales (Registered Company No. 01714386; Registered Charity No. 287160). We are an equal opportunities employer and welcome applications from any suitably qualified applicant. The data we gather during your application will be retained and processed in accordance with Data Protection law.

How to apply

Letters of application and a supporting CV should be sent to the Chair of the Board, Dr Chris Dalglish at chris@landscaperesearch.org

The deadline for submission of applications is 5.00 p.m. (UK time) on Friday 10th August 2018. We expect to hold interviews for the position in early September. We wish the successful candidate to take up post in October 2018.

If you would like to discuss this position informally, please email Dr Dalglish to arrange a convenient date and time.