

JOB DESCRIPTION – NATIONAL MANAGER

Background	Job Title	National Manager for Scotland
	Job reports to	Deputy Chief Executive
	Based at	Home working (must be located in Scotland) or National Office (Edinburgh)
Nature of Job	Job Purpose	Identify key issues and opportunities affecting members and the wider forest industries in Scotland and develop and implement an effective and appropriate sector response, collaborating with other team members where appropriate.
	Principal Responsibilities	<ul style="list-style-type: none"> • Identify and address key issues and opportunities for the sector in Scotland • Member retention and recruitment. • Identify and develop opportunities to build partnerships and co-operative activity with relevant bodies. • Represent Confor/the industry in relevant meetings and work groups and develop Confor's response to relevant consultations.
	Duties / tasks	<ul style="list-style-type: none"> • Work with relevant Confor colleagues and Members to identify key issues and opportunities for the sector in Scotland, and to develop and deliver the actions needed to address them. • Coordinate Member activity, including three regional committees and work with the membership team plus DCEO and CEO to provide high quality services to Members in Scotland, and drive recruitment. • Work with relevant Confor colleagues to build links and strengthen working relationships with key organisations appropriate to Confor's activities. • Work with, and as required lead, issues groups of Members. • Ensure clear and timeous communication of activities and outcomes to Confor colleagues and Members, including researching the background to relevant issues and prepare

		appropriate summaries, briefing sheets, reports and articles for Members.
	Direct staff management	None