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# OPERATIONS MANAGER

# BIG NOISE DOUGLAS, DUNDEE

***£41,934 - £45,865 per annum pro rata***

*(New staff are appointed on the first point of the scale)*

Sistema Scotland’s vision is to improve lives and strengthen communities. Working with children, young people and their families, we focus on early intervention and stimulating generational social change. By playing music together in ensembles and orchestras, we aim to grow confidence, respect, teamwork and aspiration in the children, young people and communities we work with.

We deliver our work through six Big Noise programmes: in Raploch & Fallin in Stirling, Govanhill in Glasgow, Torry in Aberdeen, Douglas in Dundee and Wester Hailes in Edinburgh.

You will support the Head of Centre, and as part of the Big Noise Douglas Senior Team, to ensure high quality procedures, processes and operational functions are embedded to maximise the success of the programme. You will also provide leadership and support for the Big Noise Douglas Administration and Support Worker teams, to enable them to deliver the best outcomes for the children, young people and community members in the programme.

A skilled project manager, you will have experience of working with communities and volunteers, and excellent communication skills with children and adults. With a high level of IT skills, you will also have experience and success in taking on leadership roles and responsibilities, along with the belief in the benefits that a social programme such as Big Noise / Sistema Scotland can have.

This post is offered on a full time permanent basis, working 5 days (35 hours) per week, Monday to Friday.

For further details please visit our website <http://www.makeabignoise.org.uk/work-with-us> to view the full job/person specification and complete our online application form (no CVs please). For any additional information please e-mail [recruitment@sistemascotland.org.uk](mailto:recruitment@sistemascotland.org.uk) or call 01786 236914.

We welcome applications from diverse cultural backgrounds. We also welcome applications from all nationalities; however, we are unable to offer visa sponsorship for these roles, so before you apply for this post please ensure that you have the right to work in the UK.  For more details on eligibility to work in the UK, please visit <https://www.gov.uk/check-uk-visa>.

**All applications should be received by Friday 22nd November at 10am**

The selection process, which will includea panel interview, a short presentation and a competency task,will be held in Douglas, Dundee on Friday 29th November 2024.

All successful applicants will be subject to PVG check.