**NEWHAM BID MANAGER**

**PART TIME (15 HOURS)**

**£16K-£17K**

**BID MANAGER SOUGHT TO MANAGE NEWHAM BUSINESS IMPROVEMENT DISTRICT DELIVERING PROJECTS AND SERVICES ON A FLAGSHIP**

**INDUSTRIAL ESTATE ON THE EDGE OF TRURO CITY CENTRE.**

**ABOUT THE ROLE**

Newham Business Improvement District (BID) is looking for an individual to deliver a range of projects and services outlined in the BID business plan (2023-2028) representing the interests of circa 145 businesses.

Working to the Newham BID Committee and the Board Directors of Totally Truro Ltd, you will coordinate the delivery of all projects and services outlined in our Business Plan which received a record-breaking mandate for its third term. We are the only occupier BID in the British Isles to secure a 100% ‘yes’ vote at ballot in July 2023; there have been over 1,100 ballots since BID legislation was passed, 21 years ago.

**Working flexibly, your role will include:**

* Managing the delivery of the projects and services across four key themes outlined within the five-year Newham BID business plan
* Engaging with levy paying businesses and other stakeholders including sub-contractors
* Organising Newham BID committee meetings and liaising with Truro BID on Company governance
* Representing the interests of Newham levy payers including lobbying for the best deal from the statutory agencies
* Overseeing a successful ballot for a fourth term in 2028

**Find out more about the Newham BID:** [**www.newhamtruro.co.uk**](http://www.newhamtruro.co.uk)

**CLOSING DATE: Monday 9th June at 5pm**

**INTERVIEW DATE: Friday 20th June, face-to-face interviews on Newham**

**Please note this role could be carried out on an employed or self-employed basis through a dedicated individual. An office on Newham is available for use by the successful candidate or a working from home arrangement would equally be possible. The post-holder will be required to visit Newham regularly to carry out this role.**

**To view further details including job description and person specification and to download the application form, please click here**

**For more information or to arrange an informal discussion about the position, please email Mel Richardson at** **mel@newhambid.co.uk**