



For the Appointment of Director, Scottish Historic Buildings Trust

FWB Park Brown
Executive Search



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Introduction from Maggie Wright, Chair

For the past 40 years, Scottish Historic Buildings Trust (SHBT) has been rescuing buildings and reinvigorating them. Thank you for your interest in this opportunity to play a significant role in ensuring Scotland's architectural heritage survives to have a new role for generations to come.

So far, we have raised and invested over £30 million into Scotland's built heritage, and further leveraged our resources by working in partnership with others, sharing our expertise to ensure the best outcome for their own projects.

With over 2000 buildings registered as "at risk" in Scotland, there is no shortage of demand for our continued efforts. Some of our buildings have been transformed into community places, as well as venues for hire, local shops and offices, homes as well as a cinema and art gallery.

From planning to fundraising, to managing delivery of restoration projects, we are involved at every step of the process, and we strive to share our knowledge and inspire a love for the built environment. We need a leader with a profound appreciation for building conservation as well as the strategic acumen to navigate the complexities of financial sustainability, and community engagement.

Changes in the funding landscape have driven SHBT's transformation from a small building preservation trust into an organisation with a portfolio of managed properties across Scotland. Today we employ staff skilled in asset management, commercial development and events to work alongside our project delivery and fundraising teams.

To support and shape our ambitions for the future of SHBT we need an inspiring Director who will nurture the talent and strengths of our staff and who will share the passion our trustees, staff and supporters have for our work. They will have the privilege of being part of a friendly, dynamic, and collaborative team, and will have a platform to make a meaningful impact on the preservation and celebration of Scotland's architectural heritage.

If you can see yourself as the driving force behind our next chapter, then we're eager to meet you.

Maggie Wright, Chair, Scottish Historic Building Society



About Us

Who We Are

Scottish Historic Buildings Trust plays a unique role in preserving and promoting the nation's heritage. The Trust collaborates with local communities and specialists to preserve significant properties at risk in Scotland. With a small team and no public funding we have already restored over 30 buildings and raised in excess of £30 million.

Our team has specialist skills in historic building preservation, fundraising, project management and property management. We also bring expertise in event management, building interpretation and in delivering educational programmes.

[To view our introduction video, please click here.](#)

Our Vision

The Trust's mission is to conserve at-risk, historically significant buildings by giving them fresh life, economic viability and purpose in the local community.

Through interpretation and education programmes, we engage with the community and heritage specialists to discover each building's distinctive story, contributing to Scotland's reputation for outstanding heritage.

SHBT is a custodian of historic buildings with a distinct importance. Our mission is to create a sustainable future for historic buildings that are treasured by, and relevant to, the communities they serve. We seek to achieve this through providing rentable office space, educational & learning opportunities, wedding and venue hire, and an interesting range of events and performances.





Our People

As a charity we operate with a small team representing the key disciplines of architecture, project management, facilities management, finance, fundraising and education. We are supported by a very active group of Trustees with experience in property, public relations, finance, community relations and law.

Volunteers are key to our work and support us with events, special tours, archiving and research.

Our Team

- Fiona Lawrence – General Manager
- Angela Thomas – Project Manager
- Elizabeth Mackay – Strathleven House Property Manager
- Antonia Nixon – Custom House Property Manager
- Bob Cowan – Finance Manager
- Ezani Baharuddin – Bookkeeper
- Jess Burrows – Project Officer
- Fiona Sim – Marketing Manager
- Taylah Egbers – Events Manager
- Erin Dalton – Events Co-ordinator

Our Trustees

- Maggie Wright – Chair
- John Campbell
- Charles Guest
- Ken Lindsay
- John Lowrey
- Ian McLennan
- George McNeill
- Bill Thomson
- Norman Wilkinson





Our Projects

Introduction

SHBT is the largest Buildings Preservation Trust in Scotland and one of the most active in the UK. We have delivered over £40 million of capital investment into Scotland's built heritage and our award-winning projects have secured the future of over 25 significant Scottish buildings as well as supporting others. We believe passionately in what we do and strive to deliver projects that are both beneficial to the local community and enable long-term, sustainable use.



CUSTOM HOUSE

We occupy and manage this important building in the heart of Leith whilst we develop a plan for its restoration and long-term use.

[Read More](#)

JEDBURGH AND HAWICK CONSERVATION AREA REGENERATION SCHEMES

We manage these two Conservation Area Regeneration Schemes on behalf of Scottish Borders Council.

[Read More](#)

THE PORT HOUSE

We are providing project management services to support the restoration of this architecturally significant building.

[Read More](#)



THE TRON

We are in the initial stages of developing a long-term vision to restore and protect this iconic 17th-century building.

[Read More](#)



THE HAINING

We have worked with The Haining Charitable Trust to provide vital support in the ongoing development of this historic mansion and estate.

[Read More](#)



Our Skills

Our principal focus is to develop, manage and deliver fully-funded building regeneration projects. We have over 40 years' experience in taking on and successfully delivering complex projects involving neglected and ruinous historic buildings. Our long-standing expertise makes us ideally placed to develop our own projects and provide consultancy services for other organisations. We offer advice and practical support for organisations both large and small at every step of the building restoration process, giving every project the best possible chance of success.

[Read More](#)



RIDDLE'S CLOSE





Purpose of Role

Director, Scottish Historic Buildings Trust

We are seeking a highly motivated and experienced Director to lead our Charitable Building Preservation Trust. As the director, you will be responsible for providing strategic vision, financial management, and overseeing all aspects of building conservation and heritage preservation. Additionally, you will play a vital role in fundraising efforts, particularly with key funding bodies such as the Heritage Lottery Fund and Historic Environment Scotland. Managing the Trust's portfolio of heritage buildings and ensuring their financial sustainability through tenancy agreements and commercial activities will be a key focus.

In return we offer an inspiring work environment and the opportunity to make a significant impact on the cultural and historical landscape of the community. You will work alongside a passionate and dedicated team that shares a common commitment to the trust's mission. The trust values transparency, open communication, and mutual respect. You will have the chance to engage with diverse stakeholders, including community members, external partners, and key funding bodies, allowing for meaningful connections and collaboration. Overall, the work environment of the Scottish Historic Building Trust offers a fulfilling and purpose-driven experience for the successful candidate.





Key Responsibilities

1. Strategic Leadership and project delivery

- Oversee the identification and delivery of projects including appraisal, acquisition, funding, design, procurement and delivery of construction through to final occupation liaising with all stakeholders through the whole process.
- Develop and implement the overall strategic direction of the Trust, in collaboration with the Board of Trustees.
- Provide strategic leadership and oversee effective governance practices to ensure the organisation's sustainability and growth while maintaining compliance with relevant regulations.
- Create and communicate a compelling vision and mission for the Trust's building preservation and heritage conservation efforts.

2. Financial Management:

- Manage the Trust's financial resources, and oversee budgeting, forecasting, and financial reporting.
- Develop and implement strategies to generate sustainable income and ensure the financial viability of the Trust.
- Oversee grant applications and funding proposals to secure financial support from various sources, including the Heritage Lottery Fund and Historic Environment Scotland.

3. Building Conservation and Heritage Preservation:

- Use your knowledge and expertise in building conservation and heritage preservation to ensure best practices are followed in the maintenance, restoration, and preservation of the Trust's buildings.
- Collaborate with heritage experts, architects, and contractors to develop and oversee conservation projects, ensuring compliance with relevant regulations and standards.

4. Fundraising and Partnership Development:

- Develop and execute fundraising strategies to secure funding from a variety of sources, including grants, corporate sponsorships, and individual donations.
- Cultivate relationships with key funding bodies, such as the Heritage Lottery Fund and Historic Environment Scotland, to maximize funding opportunities.
- Identify and pursue collaborative partnerships with relevant organisations and stakeholders to support the Trust's mission.



5. Portfolio Management:

- Oversee the management and maintenance of the Trust's portfolio of heritage buildings.
- Develop and implement strategies to generate income from the buildings through tenancy agreements and commercial activities, such as room hire, meetings, weddings, and events.
- Ensure that all tenancy agreements and commercial activities are in compliance with legal requirements and contribute to the financial sustainability of the Trust.

Person Specification

Qualifications and Skills:

- Proven experience in a senior leadership role, preferably as a CEO or Executive Director, within the nonprofit sector or a related field.
- Strong financial management skills, including budgeting, financial analysis, and reporting.
- In-depth knowledge and experience in building conservation, heritage preservation, or related fields.
- Demonstrated experience in fundraising, particularly with key funding bodies such as the Heritage Lottery Fund and Historic Environment Scotland.
- Excellent strategic thinking and planning abilities, with a track record of successfully implementing strategic initiatives.
- Strong communication and interpersonal skills, with the ability to build and maintain effective relationships with stakeholders, partners, and the Board of Trustees.
- Proven experience in managing heritage buildings or historic sites, including generating income through commercial activities.
- Knowledge of relevant laws, regulations, and best practices related to building conservation, heritage preservation, and commercial activities.

We offer a competitive salary commensurate with experience, along with a range of benefits.

This is a unique opportunity to make a significant impact on the preservation and promotion of our heritage buildings. If you are passionate about building conservation, have a strategic mindset, and possess strong leadership skills, we encourage you to apply.

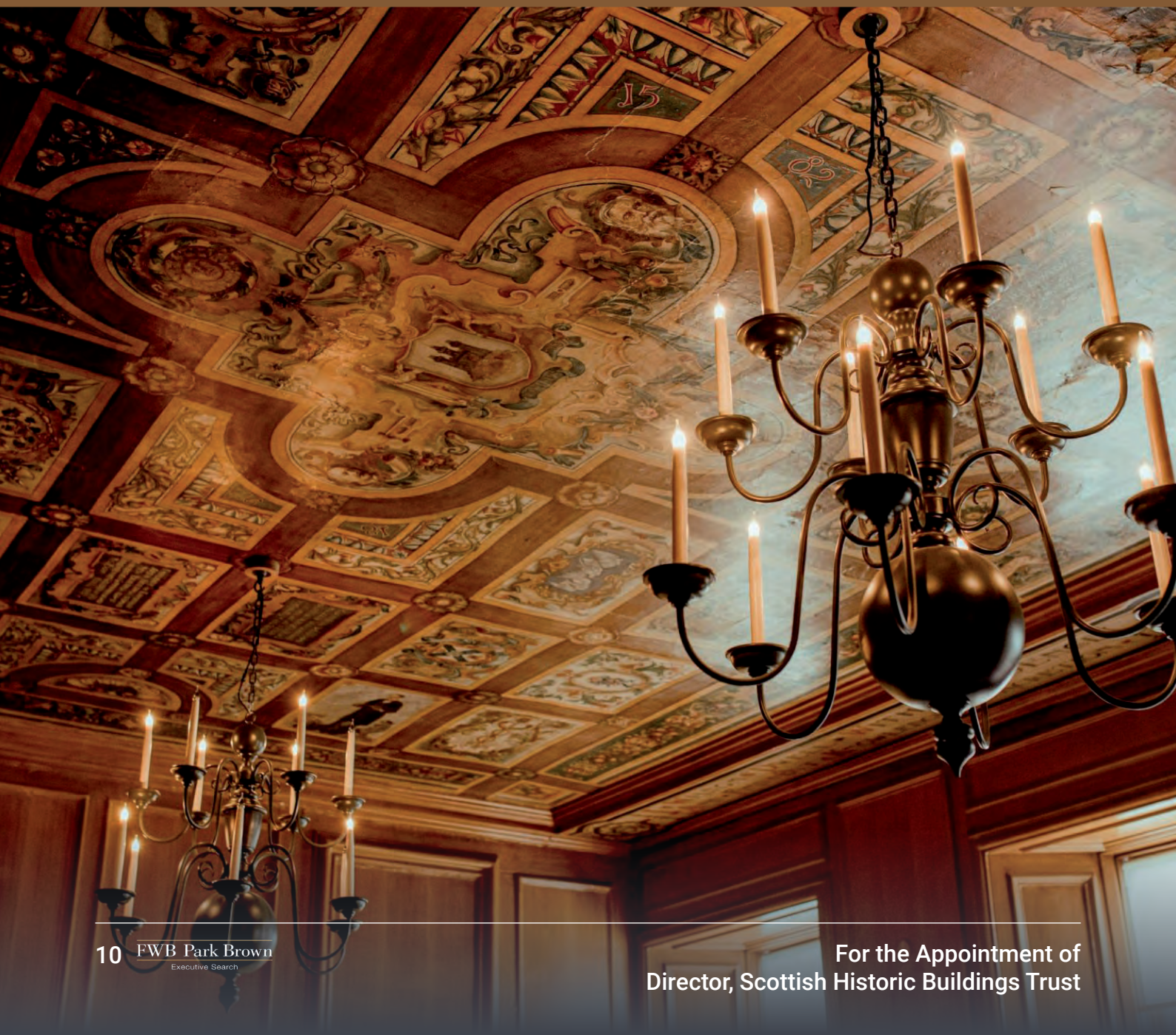


How to Apply

For further information or a confidential discussion, please contact Ailsa Sutherland on:

applications@fwbparkbrown.com

Or alternatively, you can contact our Edinburgh office by phone on +44 131 539 7087.



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