



Business Advisor and Hub Manager

This is a rare opportunity for an experienced, commercially astute individual, who has a keen eye on market trends and an awareness of business activities across the Romney Marsh. We are looking for a person who is passionate about supporting business growth and development and an advocate for local business community activities, which result in growth. Based in New Romney in the recently completed Business Hub, the successful candidate will have an understanding of business grants and be able to provide guidance to businesses including start-ups. It would be advantageous to have experience of economic development and investment programmes at a local level.

The role also includes the management and day-to-day running of the business centre whilst developing business relationships to secure and retain tenants. Creating innovative events for the business community will showcase your event management skills and your ability to work collaboratively.

We're looking for someone who can:

- Manage a small business centre (14 spaces) with the ability to promote the centre to bring in new tenants.
- Work with the Romney Marsh Partnership (RMP) to help provide business support to rural communities, provide events to build awareness and opportunities at a local level.
- Promote and advise new start-up/fledgling businesses to sign post individuals, help with business planning and seek-out funding initiatives to help a growing business.
- Maximise business opportunity, build skills and promote a positive business environment.
- Assist FHDC promote various grant initiatives through social media, networking events and news forums online.
- Have an understanding of websites, social media and promotional tools and have good networking skills.
- Encourage business engagement and community awareness of wider opportunities.
- Have a personable, flexible approach with enthusiasm to drive new business ideas forwards and able to work with individuals at all levels.

If you're interested in this new and exciting role, then please send us your CV in the first instance or to discuss further please email debbie.spalding@eksdc.co.uk.

Employer: East Kent Spatial Development Company

Post: 3 year fixed term contract, Full Time (37.5hrs) with some flexibility

Salary: £32,000/annum, pension for eligible candidates

Annual leave: 25 days per annum plus bank holidays

