

Town Centre Manager (Heywood)

Grade : D (Officer)

Salary Range : £32,037.61 - £42,667.21

Background to the Role

Almost a decade of regeneration is reshaping our place, delivering new transport, leisure, culture and business opportunities. We have exciting new strategies in place for Festivals and Events, Culture, Cultural and heritage Assets, Visitor Economy and investment to help us to achieve our goals.

Heywood, in the Metropolitan Borough of Rochdale has been identified as one of 55 towns across the UK to receive Long Term Plans for Towns funding and support. This will see up to £20 million invested over the next ten years to help regenerate the town centre.

The aim of the programme is to make towns places where people and businesses want to invest, creating new jobs and breathing new life into our high streets and town centres. Resources are allocated across three broad themes:

- Safety and Security
- High Streets, Heritage and Regeneration
- Transport and Connectivity

Proposals will be developed by local people for local people: bringing together residents, business, and community leaders to devise and agree a shared vision for the future.

As the Towns Centre Manager you will work closely with the Heywood Towns Board established to lead, plan and oversee activity, the local business community, residents and stakeholders to help realise this shared vision.

Job Purpose

The successful applicant will undertake a range of Town Centre Manager duties and work closely with colleagues in the Heywood Towns Board, Rochdale Development Agency (RDA) and Rochdale Borough Council to drive forward the continuing development of Heywood Town Centre with the aim of increasing vitality, new business and footfall.

You will work with partners to create a safe, sustainable and dynamic Town Centre in response to the needs of residents, visitors, local businesses and key stakeholders. The post-holder will be required to deliver a range of interventions as agreed by the Heywood Towns Board that will enhance the attractiveness of the Town Centre and support the development of its retail, leisure, cultural and commercial offer.

The ideal candidate would be energetic, committed and a motivated self-starter who can complete identified work streams within a wider work programme and operate as part of team.

Key Responsibilities

- Respond to town centre issues that impact upon its success, developing strong business and community relationships and providing quick responses to key issues that are affecting the town centre experience.
- Facilitate and administrate the Heywood Town Centre business group and manage community engagement in conjunction with the Township Team.
- Manage the open public space in the Town Centre, liaising with the Environmental Management Team to achieve an attractive Town Centre
- Develop and maintain effective working relationships with local businesses and market traders to understand their needs.
- Develop and maintain effective working relationships with Council departments, partner organisations, contractors, clients and customers.
- Deliver service improvements to the town centre informed by customer feedback, and implement new or revised service policies.
- Identify future funding opportunities to support the ongoing development of the Town Centre.
- Manage budgets maintaining accurate financial records of income and expenditure.
- To provide regular progress and finance reports on the development of Town Centre and market, performance and key issues.
- Work with colleagues in the wider Culture and Placemaking team to develop and manage a Festival and events plan for the Town Centre to enhance footfall and encourage business activity.
- Work with colleagues to promote the town Centre and its offer to residents and visitors.