

SKYE & LOCHALSH ENVIRONMENT FORUM



a Bridge to Biodiversity
www.slef.org.uk

PART-TIME EMPLOYMENT

Event Co-ordinator

for

BALMACARA BIODIVERSITY DAY (21st May 2011)

The post entails:

- 6 days at £175/day, working with S&LEF committee.
- Venue planning and lay out.
- Booking and working with biodiversity facilitators (tutors).
- Publicity and promotion.
- Ensuring legal and safety requirements are in place.
- Working with S&LEF partners and participating local groups.
- Working within the need to promote and excite the local community about local biodiversity.
- Monitoring and end of event report.

The successful applicant will be self employed, working from home, and tax registered with own NI contributions. Experience of organising community events is expected.

Closing date for applications: 15/04/11

Enquiries and Applications with CV and covering letter to:
Barbara Macritchie, NTS Balmacara Estate, Kyle IV40 8DN
e-mail: BMacritchie@nts.org.uk; Tel: 01599 566325.

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