



# ROCKS AND WHEELS

## Job Description

<b>Role:</b>	<b>Centre Manager</b>
<b>Reports to:</b>	Chair of the Rocks and Wheels Board
<b>Job Purpose</b>	Manage and develop the Rocks and Wheels Centre successfully, delivering a consistently excellent customer experience whilst ensuring profitability.
<b>Key Responsibilities</b>	<ul style="list-style-type: none"><li>-Overall strategic management of the Rocks and Wheels Centre.</li><li>- Team leadership, recruitment, development and management.</li><li>- Financial management and record keeping.</li><li>- Statutory compliance</li><li>- Preparing and agreeing an annual plan and budget.</li><li>- Service development to maximise turnover and profit</li><li>- Management responsibility for all aspects of the operation</li><li>- Building relationships with key stakeholders, the local community and relevant organisations &amp; bodies across the sports</li></ul>
<b>Experience, knowledge and competencies.</b>	<ul style="list-style-type: none"><li>- Experience in the hospitality/outdoor activity sectors or allied fields.</li><li>- Exceptional leadership qualities and experience of managing a team.</li><li>- Evidence of strong drive to achieve results through others</li><li>- Demonstrable commercial awareness and judgement.</li><li>- Clear understanding of Health &amp; Safety and Risk Assessment.</li><li>- Budget development and management.</li><li>- Self management and prioritisation.</li><li>- Organisation to work effectively within multiple priorities.</li></ul>
<b>Scope</b>	<p>The Rocks and Wheels Centre, a Community Interest Company, comprises a newly developed activity centre, consisting of accommodation, cafe/refectory, pump track, climbing wall and community/ conference in the heart of Dalbeattie. It is due to open in the summer of 2026</p> <p>For more detail, please visit <a href="https://www.rocksandwheels.org/">https://www.rocksandwheels.org/</a> The centre has been developed by Dalbeattie Community Initiative, who will be the parent charity. See <a href="https://theinitiative.scot/">https://theinitiative.scot/</a></p> <p>It is a unique role – being simultaneously strategic and very practical. There will be a significant need for flexibility and the need to be on site in working hours. The role provides significant scope for autonomy and an opportunity to shape the business in its formative years, in line with the strategic objectives set by the board. It is the most senior role in the organisation, and, whilst you will be supported by the chair and the board, will require significant self-resilience and the ability to work and take decisions without day-to-day supervision.</p>
<b>Headline Terms</b>	<p>A full time (37.5 hour) permanent role. Starting salary to be agreed but based on £40k 5.6 weeks holiday (including bank holidays). Contributory occupational pension.</p>