



THE A1 STEAM LOCOMOTIVE TRUST

New Steam for the Main Line

Director – Human Resources and Facilities Management

Summary

The A1 Steam Locomotive Trust is an organisation that has only two very specific objectives – firstly, to build main line steam locomotives and secondly, to operate and maintain the completed locomotives on the main line.

The Director will be required to be a Trustee of The A1 Steam Locomotive Trust and will report to the Council of the Trust. Attendance at Council meetings (normally 6 per year) is required.

Based on the Darlington Locomotive Works, (DLW), the role leads Trust human resource (HR) and facilities' management (FM) activities in its home town of Darlington. The incumbent will provide direct leadership to the Office Manager and admin team. They will also lead the HR work-stream, supported by the Trust's HR consultants, ensuring the Trust's companies' policies and procedures, covering employees, volunteers and contractors are in place and enforced.

As the Trust has only a small number of employees, a hands-on involvement is essential.

Key Responsibilities

- Develop and implement the HR strategy for the Trust, to include employees, volunteers and contractors.
- Lead the Trust's facilities management activity, optimising costs and ensuring compliance with the obligations under the lease from Darlington Borough Council (DBC).
- In conjunction with the Engineering Director, be responsible for building management and H&S.
- Provide direct leadership to the Office team as well as providing direct Trustee contact for the wider team in Darlington.
- In conjunction with the Trust's HR advisors, manage recruitment policy.
- With the Group Engineering Director and other workshop staff, ensure the engineering H&S policies and procedures are implemented.
- Supported by the external HR advisors, provide Trustees and the Board with subject matter expertise for HR.
- Establish contracts for utilities and facilities management to maximise the benefit to the Trust.

Knowledge and Experience

Keen leadership and organisational abilities, with demonstrable experience in FM, including sourcing contracts are essential.

Experience of being a part of an organisation comprised mostly of volunteers and only a small number of permanent staff is important, in order to understand the modus operandi of the Trust.

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Company Registration No 2636924 Charity Registration No 1022834



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An ability to carry out day-to-day tasks is essential, as the Trust currently employs very few permanent administrative staff. This applies not only to the knowledge and skills required but also the ability to donate the necessary time to the obligations of the role.

Personal Attributes

An ability to work as part of a busy team is vital, as is the ability to self-motivate independently. Demonstrable leadership, networking and organisational abilities are crucial.

As part of a relatively small team of volunteer directors and paid employees, a willingness to identify and act upon any issues arising, is essential.