



Location: Rushcliffe, Nottinghamshire

Salary: £36,477 - £39,141 per annum

Job Type: Full time – 37 hours per week (including Saturdays)

Rushcliffe Oaks Manager – The Role:

Responsible for all operational and management aspects of Rushcliffe Oaks, ensuring the provision of a sensitive and respectful bereavement service and community space.

Rushcliffe Oaks will be a new crematorium and community space situated in the peaceful countryside near Cotgrave. A modern contemporary building set in beautifully landscaped grounds with a focus on providing nature and wildlife habitats to improve the biodiversity of the site. The eco-friendly facility will use renewable energy sources and will be one of the first in the country to invest innovative technologies for operations on site.

Rushcliffe Oaks Manager – Key Responsibilities:

The Manager of Rushcliffe Oaks' number one responsibility will be to ensure that anyone who visits us, whether to attend the funeral service of a loved one, collect ashes following a service or to spend time in our gardens, has the best experience possible in those circumstances. We want visitors to Rushcliffe Oaks to feel they are treated with respect and dignity and given space and time to reflect. The Manager will be responsible for instilling these values in every member of the team.

Rushcliffe Oaks Manager – You:

We are not necessarily looking for someone who has managed or even worked in a crematorium before. We are looking for someone with experience of managing a great team and of running a service or facility. Most importantly we are looking for someone who knows the value of great customer service and relationship management.

The RO Manager will be taking on this role 6+ months prior to opening and will be developing a brand-new service and establishing their own team. Once in post they will be required to study for a crematorium technician qualification and crematorium management qualification if they do not already hold these qualifications. They will need to be flexible, creative, enthusiastic, and willing to learn and undertake any training and qualifications required for the role. They will be responsible for all operational and management aspects of Rushcliffe Oaks, although with a small team, all team members will need to be multiskilled and take on any task required by the service; this includes the Manager.

Working for Rushcliffe Borough Council:

Rushcliffe Borough Council is a modern forward-thinking authority providing high quality services to over 112,000 people across South Nottinghamshire.

Rushcliffe's strapline 'Great Place, Great Lifestyle, Great Sport' highlights why it is has been named the best place to live in the region with many residents reiterating their belief it is a 'can-do' council, backed up by industry commercial and entrepreneurial awards.

We are looking for an individual with the drive and determination to make Rushcliffe a success and with the desire to grow and gain new skills, maximising both your talent and that of your team, at a Council that values and invests in staff skills and wellbeing.

Rushcliffe Oaks Manager – Benefits:

This is a great opportunity to develop your skills and career. Our package includes:

- Reduced membership fees of the onsite leisure centre**
- Free car parking**
- Varied working hours and remote-working opportunities**
- An opportunity to further your career with a high performing forward looking Authority with training to support CPD and personal development**
- Local Government pension scheme**
- Relocation package available for the right candidate**

Rushcliffe Borough Council supports flexible and part-time working in line with the needs of the public that we serve and the business needs of the Council.

We believe that embracing flexibility is a smart way of working and even more relevant given increased remote working as a result of COVID and ensures we can find and support the mix of talent and experience we need.

**Closing date for applications: Midnight – Sunday 11 July 2021
Interviews will be held 15 and 16 July 2021.**

Applications should be sent to <https://www.rushcliffe.gov.uk/jobs/>

If you feel you have the qualities to be our Rushcliffe Oaks Manager, please click 'Apply' now to find out more information on the Rushcliffe Borough Council Careers website.