APPLECROSS COMMUNITY COMPANY
COMPANAIDH COIMHEARSNACHD NA COMRAICH

Job Opportunity

Job title:	**Operations Manager**
Responsible to:	**ACC Board of Directors**
Salary:	**£21,210 - £24,138 pro rata (£30,000 - £34,000 FTE)**
Hours:	**0.6 FTE (3 days)**
Location:	**Applecross, Wester Ross. Flexible and hybrid working considered**
Closing Date:	**16th September 2026 at noon**
Interview Date:	**25th September 2026 in Applecross**

Note: this role is funded until 31st July 2027 but could be extended subject to securing additional funding during the coming year.

Do you want to play a key role in supporting one of Scotland's most dynamic community organisations?
Applecross Community Company is seeking an experienced and motivated Operations Manager to help lead and strengthen our organisation. This is an exciting opportunity to contribute to the long-term sustainability of a thriving community enterprise delivering projects that support people, place and local prosperity.

The Operations Manager will work closely with the Board, staff and community members to ensure the organisation operates effectively, compliantly and sustainably. You will have responsibility for governance, risk management, people management, operational systems, membership development, communications and organisational performance.

We are looking for someone who:

- Has experience in operations, organisational management or community development.
- Can support strong governance and effective decision-making.
- Is confident managing people, systems and projects.
- Has excellent communication and relationship-building skills.
- Shares our commitment to community-led development and sustainable rural communities.

In return, we offer:

- A varied and rewarding role with significant impact.
- Opportunities for professional development.
- The chance to work with an ambitious and committed team in one of Scotland's most distinctive and inspiring communities.

The full job description and person specification is available on the ACC website.

For an informal discussion about the role, please contact Rachel Maxwell, Director.
Email: Rachel.Maxwell@applecrosscommunitycompany.org

Job Circumstances
The Operations Manager role is a flexible role, with office space available in the ACC office in Applecross. The post-holder will ideally live on the Applecross peninsula or surrounding area. The role may involve occasional evening and weekend work.

The post-holder will also be expected to travel and represent ACC and associated project activities at meetings and events outwith Applecross.

About Applecross Community Company
Applecross Community Company (ACC) is both a registered Scottish charity (OSCR SC042865) and a registered company (Companies House SC342825). The overall aim of the Company is to promote sustainable development on the Applecross peninsula through the management of community owned land and assets.

- **Our vision** is for the small (but amazing) community of Applecross to be sustainable, resilient and prosperous.

- We do this (**our mission**) through working with the Applecross community to enable a viable population to live and work in a vibrant community.

- **Our values**: inclusive, accountable and approachable

Join us in helping to shape a sustainable future for Applecross and its community.

ACC is an inclusive employer that is committed to creating a culture of diversity and an inclusive workplace that promotes and values equal opportunities for all. We are a Fair Work employer and welcome individuals from all networks of life, backgrounds, and experiences.

Applications by CV and covering letter (no more than 2 sides A4, 12pt, Arial font) explaining how you fit the requirements of the role(s) to Rachel.Maxwell@applecrosscommunitycompany.org by noon on 16th September 2026.

Interviews are planned for 25th September 2026.

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