

Healthy n Happy Community Development Trust

Recruitment Pack Executive Director



Inclusion

Resilience

Empowerment

Creativity

Learning

Culture

Participation



Community Development Trust

Healthy n Happy

number



Working with you to make Cambuslang and Rutherglen the healthiest and happiest places to live in Scotland

A few words from...

Kim Jackson
Chairperson



Thank you for your interest in the role of Executive Director. I am very proud to be the Chairperson of a wonderful local development trust and one which is close to my heart. I am delighted to introduce a fantastic opportunity to lead a community led charity who make a big impact and who help to save lives, improve lives and improve where we live in Cambuslang and Rutherglen.

This role has become available due to the retirement of our current Executive Director after 23 years. Brendan leaves with our best wishes and thanks and leaves us in a position of strength at an exciting and challenging time for society and for charities facing increasing demand. We are looking for an ambitious leader who can build on the progress we have made over the past 23 years and who can lead us through and beyond the next phase of our planned developments and to a brighter future.

You will be a proactive leader, be creative and innovative while being steady, supportive and determined. You will be as passionate as us, about our vision and mission and will be adept at leading from within and from the front. If you have the skills, knowledge and experience, we would be delighted to hear from you.

"When people talk, listen completely" Ernest Hemingway

"A good leader leads the people from above them. A great leader leads the people from within them"
M.D. Arnold



1,242

people feel more positive
& are able to manage
stress, low mood and/or
their wellbeing



126

people volunteered and
contributed their time to
help their local
community



3,362

people became more
connected and involved



Who we are

We are Healthy n Happy Community Development Trust, an award-winning charity and community owned organisation governed by local people, where all of our work is directed by local priorities. All of what we offer supports and enables local people to make positive changes in their lives and in their local communities. From building confidence and self-esteem, to boosting skills and relationships, to getting more involved in their local neighbourhood and becoming more responsible for their own health and wellbeing.

Our key purpose is to tackle disadvantage and improve lives and communities, until they become thriving, resilient and healthy.

We are guided by three guiding principles and frameworks. These are Community Development, the Social Model of Health and the Five Ways to Wellbeing.

What we do

We aim to work with local residents, groups and organisations to make Cambuslang and Rutherglen the healthiest and happiest places to live in Scotland.

Since 2015, we have helped local residents, groups and organisations lever in over **£2.8 million** direct investment into their local community.

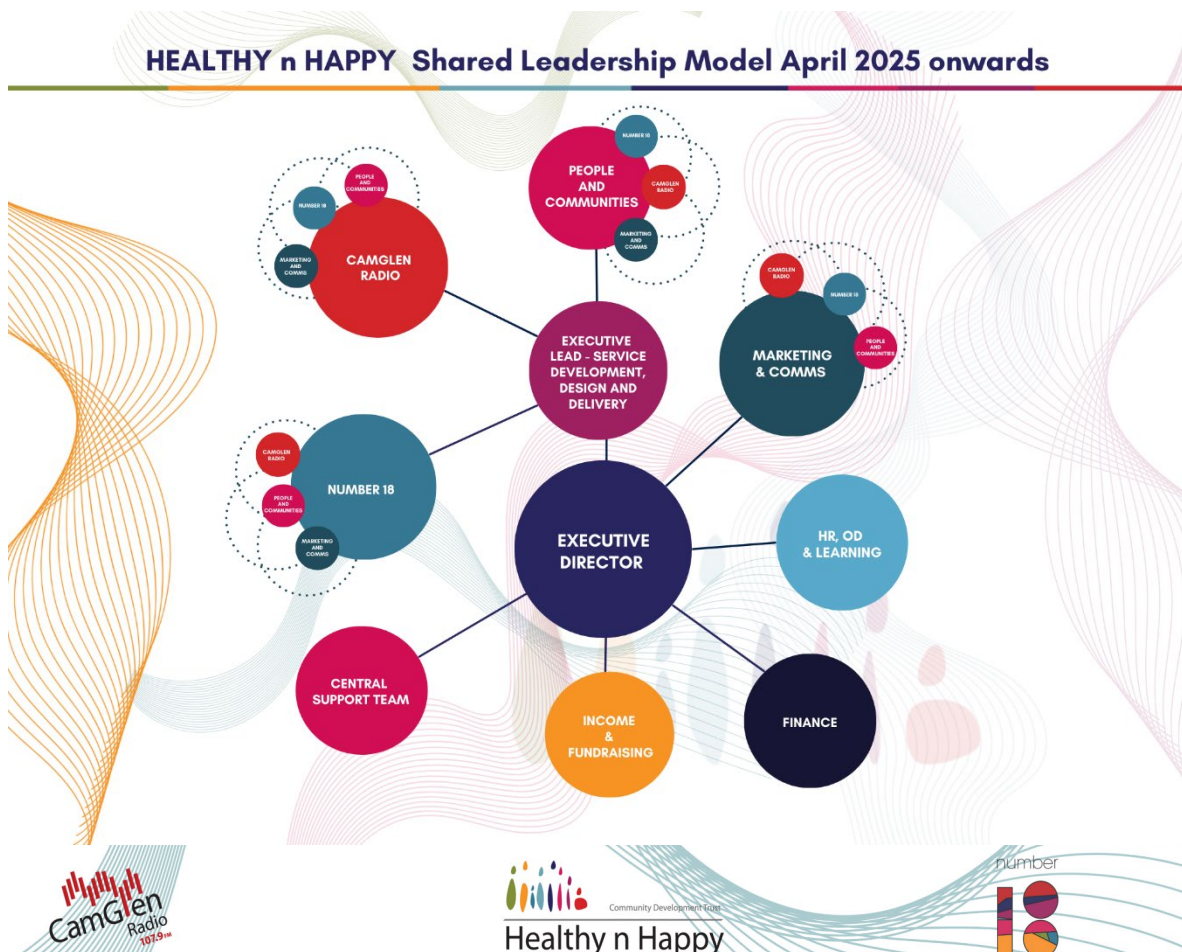
Our work is recognised locally, regionally, nationally and internationally.

Working in a Shared Leadership Model

Our shared leadership model represents our organisational beliefs, values and attitudes and is an active demonstration of our culture. Shared leadership is a collaborative process of mutual influence, collective sharing and shared delivery of duties, responsibilities and mutual support.

This is fundamentally different to a hierarchical managerial way of working. We believe everyone should be encouraged to develop their leadership capabilities relative to their context and role.

How we organise our people & services



The Role of Executive Director

Key Areas:

Leadership and Strategy

- Work with the Board to define, implement and monitor the charity's long-term strategy and shorter-term operational plans.
- Define organisational culture and provide leadership, motivation, support and guidance to staff and Trustees.
- Work in a shared leadership team using a facilitative leadership style balancing inclusiveness, participation and decisiveness in decision making.
- Foster innovation and creativity, ensuring that the organisation remains responsive and adaptable to changing needs.
- Be at the forefront of Healthy n Happy Community Development Trust (CDT), fostering excellent community and sectoral engagement and relationships.
- Lead and listen to a diverse group of staff and volunteers, ensuring that all activity aligns to our vision, mission and goals.

Governance and Accountability

- Act as Company Secretary and ensure all within the organisation understand their governance responsibilities, to ensure the charity meets all legal, regulatory and safeguarding obligations
- Be accountable to the Board of Trustees and members, creating and maintaining a collaborative and open approach to ensure their continued engagement and development of Trustees and members.
- Support recruitment, induction and succession planning for Board members to promote good governance.
- Provide organisational performance and management information to the Board, meeting all compliance requirements.
- Ensure effective internal operational systems and processes
- Ensure compliance with GDPR and relevant data protection regulations.

Influencing Public Policy and External Relations

- Act as the Community Development Trust's key spokesperson.
- Engage with local and national Government(s), statutory organisations and the Third Sector, to influence national, regional and local policy and advocate for relevant change for residents and communities.
- Facilitate effective and efficient relationships with a wide range of professionals who work with, or support, local residents and communities.

Promotion, Communications, Partnerships and Stakeholders

- Be an ambassador for Healthy n Happy CDT
- Seek opportunities to expand and promote the activities of Healthy n Happy CDT and ensure that the organisation is presented in an appropriate and professional way at all times.
- Ensure that communication and media encourage the best culture, driving the values of really listening, respect, understanding, professionalism, positivity, hope, openness and trustworthiness.
- To develop strong beneficial partnerships with others in the sector and beyond, raising our profile and ensuring visibility and impact of people led community health improvement.

Financial Sustainability and Fundraising

- Oversee effective leadership and management of Healthy n Happy CDT's financial planning, budgeting, reporting and risk management.
- Maintain and develop existing income and fundraising streams and seek out new income opportunities for Healthy n Happy CDT.
- Champion Healthy n Happy CDT's income and fundraising endeavours inside and outside of the organisation.
- Maintain and develop positive relationships with key funders and investors, using community identified need, creativity and innovation as drivers.

Service Design and Development and Impact

- Drive service design, re-design and organisational change, using expertise and lived experience and promoting evidence-based decision making.
- Ensure that services and programmes delivered by Healthy n Happy CDT consistently put the needs of residents and communities at the heart of what we offer and what we do.
- Recruit, develop and retain high performing staff and volunteer team(s) ensuring that service design, learning and reflective practice is at the heart of their development.
- Oversee monitoring, reporting, evaluation and impact in coherent, systematic and creative ways.

Digital Strategy & Vision

- Public trust: Safeguard the organisation's online reputation through transparent communications and avoiding any misleading digital practices.
- Cybersecurity: Protect beneficiary, donor, staff and customer information.
- Set the digital direction and ensure that Healthy n Happy CDT has a digital strategy aligned with its vision, mission and goals.
- Champion digital transformation, digital inclusion and promote adoption of digital tools to improve fundraising, service delivery, and internal operations.
- Keep informed on emerging technologies (AI, automation, online giving platforms etc) that could benefit Healthy n Happy CDT.
- Provide direct line management support to the Shared Leadership Team

Role Specifics

Personal Specification:

Experience of:

- Shared or Facilitative leadership
- Consensus building as a strategic practice that unites diverse perspectives, strengthens trust, and drives collective ownership of decisions
- Developing and delivering organisational strategy whilst responding to evolving and changing environments.
- Service design, redesign and associated organisational change
- Developing and delivering a successful business development, income and fundraising strategy, including successful fundraising in the public and/or commercial and business sectors.
- Effective resource and functional management experience of: Finance, Human Resources, Marketing, Systems improvement, Project Management and Digital development.
- Leading and motivating staff teams and a network of volunteers.
- Working at Executive Team level and with a Board of Trustees and members.
- Working effectively and empathically with a wide range of stakeholders, ideally including government and public sector, major funding organisations, and national, regional and local Third Sector and communities/communities of interest.
- Equality, diversity and inclusion and the poverty and inequalities experienced by under-represented groups in Scotland

Knowledge of:

- Community Development, Social Model of Health and the Five Ways to Wellbeing models.
- Conditions and issues affecting the Community, Voluntary, Social Enterprise (Third) sector.
- Giving and sustaining a voice to those whose voices are rarely, or never get heard.
- Leadership, change management and analyses/synthesis of emerging changes and opportunities.
- Impact, evaluation and using information and data to promote responsiveness, change, improvement and growth.
- Partnership, collaboration and stakeholder relations.

About You

You will want to take your drive, energy, skills & inspiration & invest them in an organisation that has the health & wellbeing of people & communities at the heart of everything we do.

You will thrive on leading with others & will operate as an exemplar of leadership in action.

You will be -

- Friendly, open and professional
- Tactful and diplomatic
- A team player
- A hard worker
- Positive and optimistic outlook
- A reflector, a thinker and an activist
- Be able to lift your head to pay attention to future horizon(s)
- Thorough and pays attention to detail
- Have a sense of humour
- Honest and have Integrity
- Credible with partners and peers
- Calm in a crisis

Our Culture

Healthy n Happy Community Development Trust is a friendly, positive, collaborative & inclusive place. People are at the heart of what we do. You will be joining a creative and motivated team who are passionate about making a difference to the lives of residents and communities in the two towns of Cambuslang & Rutherglen communities.

Salary & Hours of work:

£55,000 - £60,000 depending on experience

35 hour working week

Some of what other benefits we can offer you

- Flexible working
- Up to 32 days holidays plus 11 public holidays
- Work – Life balance
- Family friendly policies
- Staff support & ongoing CPD
- Contributory pension scheme
- Life insurance cover
- Enhanced maternity and shared parental pay
- Enhanced sickness pay

On the following pages we have highlighted some of the work we have been doing with our communities over the past year -

Being active and outdoors makes me #healthynhappy

Being Active, Outdoors & Green

Our community has been buzzing with activity, with fitness fun for every level – from gentle Sit Fit classes, to high-energy Kettlercise workouts. We were delighted to introduce our ever-popular Dancercise class in Cambuslang on Fridays, while keeping the midweek favourite running at Number 18 Venue in Rutherglen. We are also launched DrumTastic – a lively chair-based class, combining drumming and upbeat music (singing along is encouraged!). Outdoors, our Growing Club dug deep once again, harvesting a bumper crop of delicious produce. Meanwhile, our Wednesday walking group clocked up plenty of steps, exploring CamGlen's beautiful green spaces, chatting all the way!



Guided Cycle Rides



"Cycling gets you out in the fresh air and meeting like-minded people. If I feel stressed, I dig the bike out and feel instantly better"



Dancercise class

"These classes get me up and out of bed and they make me so happy"



1,103

people engaged in physical activity, through exercise sessions, health walks and cycling



Weekly Walks

"The walks have been great for my mental health and meeting new people, sometimes I just like being quiet on the walks, other times I like to chat and it's really lovely to feel supported"



Community Growing

"It's been such a great summer in the garden, we've grown so much and made loads of lovely food with the harvest to share. Our group are very close and I've made some friends for life"



617

people spent time outdoors, feeling more connected to nature, enjoying local growing and green spaces

Connecting with people makes me #healthynhappy

Building Relationships

This year was filled with connection and community for individuals and families. From Peer Support groups and Coffee Afternoons, to our Early Years programme – these fostered many positive relationships and lasting friendships. New Maternal Journaling courses gave mums a supportive space to share their journey through writing. While the successful launch of Creating Hope In Our Community Campaign united local residents, community groups, statutory services and businesses, working to improve mental health and prevent suicide in CamGlen. We also introduced our Compass Carers Project, giving carers the chance to connect with others and enjoy much needed time out. Some new volunteers joined us, who are already enjoying the friendships they are forming.



Early Years Programme

I'm so grateful to you for running all the events for mums and babies. They've made it easier to meet people and helped me get out of the house"



1,221

people feel more confident and have increased their self-esteem

Peer Support Group

"Things have got much better since coming to Peer Support. My confidence has got so much better and everything is looking up"



Creating Hope in Our Community (from 1st Class Credit Union)

"We admire what you do to help the community, especially around mental health. It was really interesting to attend the Creating Hope In Our Community event, where you are trying to combat suicide in particular - and if we even save one life by talking about this, then that's a success for all of us"



Weigh To Go Programme

"I've struggled with my mental health for the last couple of years and joining the group has helped immensely! Thanks for the company, laughs, knowledge and everything else"



Volunteering

"It's like a big family here at CamGlen Radio. I've made good friends with a lot of fellow volunteers"

650

people have enhanced their bonds and relationships with family members

Being creative makes me #healthynhappy

Enjoying Culture, Arts and Radio

CamGlen Radio marked 10 years of FM broadcasting with a packed gig of local bands, supported by CamGlen Radio DJs - kicking off a year of wonderful celebrations. Our Number 18 Venue buzzed with creativity through jewellery making, photography and art classes for all ages. The popular CamGlen Concert Series returned to Number 18, in partnership with Chamber Music Scotland. Featuring award-winning Scottish musicians, including a harpist and folk singer, all 4 concerts sold out - a firm favourite with our communities! The kids enjoyed lots of exciting themed camps, ranging from a Wicked Workshop to Graffiti Groove, with dance, musical theatre and crafts keeping them entertained throughout the holidays!



Photography Course

"Love taking pictures, knowing what I know now"



CamGlen Concert Series

"I didn't think classical music was my thing, I was wrong and I got so much out of attending"

519

fun and engaging creative sessions and activities were delivered



Kids Camps

"This has done wonders for rebuilding my daughter's confidence, after a difficult few months. Thank you"



Adult Art Classes

"I might not produce the best art in the class but I certainly have the most fun. Superb class"

Radio Broadcasting

"I read out news, weather and traffic and this has made me much more confident. I've done a lot of things I didn't think I could ever do. It has been really successful, changed my life!"

Learning new skills makes me #healthynhappy

Engaging and Skill Building Activities

Over the past year, our Creating Hope in Our Community campaign delivered vital life skills training, including Mental Health First Aid and ASIST (Applied Suicide Intervention Skills Training), equipping residents, community groups and businesses to support those in crisis—with more sessions planned. Our communities enjoyed a variety of wonderful workshops, from Cookery Classes and Baby Bakes, promoting healthy eating and developing cooking skills - to Mandala Painting and Autumnal Art, encouraging creativity and fun! CamGlen Radio also offered excellent podcast training, and continued to help strengthen the confidence and skills of their volunteers - especially for new additions and supported volunteers.



CamGlen Radio

"I'm getting more confident using the equipment to present my show – and getting lots of good feedback from people on the street who listen in"



Mental Health First Aid Training

"I gained a greater understanding of mental health and how to deal with certain situations eg suicide, psychosis and substance use. I feel armed and ready now as a Mental Health First Aider"



Jewellery Making

"I'm surprised that I created something as nice as this, in such a short space of time. It has been a real confidence booster"

2,221

people engaged in opportunities to have fun, be creative and learn together



Podcast Training

"It was a fantastic opportunity to learn, and the mix of recording and practical work using the microphones and equipment really helped break up the day"



Body Scrub Making

"Can't believe this is a free workshop. We thoroughly enjoyed it"



Being together makes me #healthynhappy

Connecting Communities

Over the past year, Spittal and Blairbeth Participatory Budgeting continued to make a real difference, with a further £10,000 invested in each community. Local delivery groups were supported to provide a wide variety of activities for residents to enjoy – from physical activity sessions and sensory play, to community events and pop-up play opportunities.

We were also delighted to launch our Compass Project, which has quickly become a favourite among carers and the people they support. More than 200 family members have joined in a wide range of activities, including cinema nights, seasonal parties, ASN soft play, carers' journaling courses, relaxation sessions, afternoon tea provided by Asda, and monthly community conversation cafés. Each activity creates a welcoming space where carers can rest, eat, and connect with others—offering much-needed respite and meaningful opportunities to share their experiences. Through ongoing group chats and conversations, carers are also helping us better understand their needs and how services can support their wellbeing.

Our Weight Management Project (Weigh to Go) has also gone from strength to strength this year. We delivered three 15-week courses, with 45 local people taking part. Participants have reported real benefits, including improved fitness, greater confidence, and reduced feelings of isolation—thanks in large part to the supportive group environment.



Give a Gift of Joy Christmas campaign

"Literally saved my life this year, we have 3 kids and not a penny to buy food let alone Christmas presents, we cannot thank you enough"

461

households
received helpful
energy advice

Age Active Group

"If it wasn't for groups and people like you, I wouldn't be here. I need to be out and meeting people. I get that here"

Energy Advice Project

"The Energy Advice Team helped me to understand how my bills are paid and that I can afford to heat my home. I now have my heating set to a system that I'm comfortable controlling myself and am heating my whole house"



Cervical Screening

"I had an issue booking with my GP so this is an amazing offer and I know some of my colleagues have the same issues, I have told them about this service and hopefully they will be in touch soon"

321

people received a tailored package of gifts to further help their family have an enjoyable Christmas

Compass Carers' Project – Cinema Night

"Thank you so much for hosting tonight. The members had a ball watching Home Alone. The sound of laughter could be heard downstairs. This gave parents/carers a chance to share their ideas and thoughts with the lovely Janice. Thank you for having us"





Further Information:

We encourage applicants to get in touch for an informal and confidential discussion with Brendan Rooney, our current Executive Director. To arrange this please call Angela on 0141 646 0123 or alternatively email angela@healthynhappy.org.uk within the closing date period to arrange a suitable time.

To apply:

Please submit an up to date and tailored CV with a covering letter (no longer than two pages) outlining your relevant skills, knowledge and experience and what attracts you to this role.

This should be submitted by email to angela@healthynhappy.org.uk

Strictly no agencies, not approved.

Stage One interview: Week commencing 27th October 2025

Second interview: Week commencing 3rd November 2025

Please include in your cover email any periods of time you are not available for interview.

Interview Process

- CV review online or by telephone
- Initial interview with staff, participants and volunteers, **30 minutes duration**
- Stage One interview
- Second interview with presentation

Closing date for applications:

Sunday 5th October 2025 at midnight



Healthy n Happy:
www.healthynhappy.org.uk

number



Number 18 Venue, with room hire:
www.number18venue.org.uk



CamGlen Radio, 107.9FM:
www.camglenradio.org

Follow us on Facebook & Instagram for the latest updates!



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