



## RURAL-BASED EMPLOYMENT

### Application Guidelines

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#### 1. BACKGROUND

Finderne Development Trust (FDT) was formed in 2018 to act as the anchor organisation and key driver of the sustainable rural regeneration of the area of Finderne.

As part of its 5-year strategy to advance the social, economic, environmental and cultural development of Finderne, the facilitation of apprenticeships in Finderne's rural-based industries was identified as one priority to help enable a major shift in the population profile to grow a vibrant, sustainable and balanced community.

Since the launch of [Rural-based Apprenticeships](#) in January 2020, FDT have considered the challenges facing businesses - from industry training that takes place out with Scotland to the COVID-19 pandemic. Some businesses need new employees who will bring the right skills and experience to grow turnover sufficiently to support ambitions to train apprentices in the future. By working in partnership with local businesses and bridging gaps in funding, some of these challenges can be met. Rural-based Employment will act as a second enabler for economic activity, sustainability and talent attraction and retention and will contribute to achieving our long-term vision for Finderne.

The aim of Rural-based Employment is:

“To support the sustainability, growth and diversification of local businesses by providing gap funding to create new employment opportunities and thus strengthen and grow the local economy, the community, and attract and retain more talent in Finderne for the long-term.”

FDT will use a percentage of the community benefit funding it receives from the Hill of Glaschyle Renewables LLP to fund the project and support up to 4 new starts per annum.

#### 2. FUNDING

FDT will fund a percentage of salary and training costs, if necessary, to a maximum of £6,000 for the first 12 months of a new position. The final amount will vary depending on the context and needs of each business and the employment opportunity and will be agreed by the Rural-based Employment subgroup after it has met with the applying business.

All applications will be assessed on a case-by-case basis; therefore, submission of an application will not guarantee financial support.

The support provided by FDT seeks to fill gaps in funding and complement any support provided by other bodies. FDT ask that all sources of other funding are outlined in the application form. FDT should be notified if alternative or additional funding support is given by another organisation at any time during the 12-month period.

Funding will be paid in instalments and may be subject to specific conditions.

Funding will not be paid retrospectively and so we ask businesses to wait for confirmation on funding before signing a new employment contract.

### 3. ELIGIBILITY

Rural-based Employment supports businesses that qualify as a suitable employer and are based within the boundary of the Finderne Community Council. A map of the boundary can be viewed [here](#).

It is expected that positions are a minimum of 12 months in duration and offer between 35 and 40 hours per week, excluding lunch breaks.

Each business applying must:

- Demonstrate its ability to support the new position financially with support from FDT for 12-months
- Demonstrate how the position contributes to the sustainability, diversification, future direction and/or growth of the business
- Demonstrate appropriate health and safety policies
- Hold adequate public and employer's liability insurance

Businesses will be expected to contribute to any project monitoring and evaluation processes that are established.

Employees do not have to reside in Finderne, however, FDT would be particularly interested to support employment that could help a person to remain living in, or move to, the Finderne area. With this aim in mind, FDT may also consider supporting local businesses based outside the Finderne Community Council boundary to recruit a person who lives within the boundary and by doing so, would enable them to remain a resident of Finderne.

### 4. RECRUITMENT

FDT are not able to help businesses identify suitable candidates but will provide administrative support to businesses in the advertisement of placement vacancies.

It is expected that on submission of application, that the business has commenced the recruitment process or has identified a suitable candidate.

### 5. APPLICATION PROCESS

FDT would be interested to meet businesses at the start of the application process to gather information about the business, discuss motivations, offer information on the scheme and assess eligibility.

The application process is as follows:

1. ENQUIRY – contact FDT using the details in section 6 below.
2. INITIAL MEETING (where necessary)
3. APPLICATION SUBMISSION
4. FUNDING MEETING

5. AWARD

6. APPLICATION FORM

To register your interest in the scheme or receive an application form, please contact FDT using the details below:

01309 221 026 | 07483 133 203

[hello@findernedevelopmenttrust.com](mailto:hello@findernedevelopmenttrust.com)

Rural-based Employment is a rolling programme with no set deadline for applications. Applications and supporting documents should be submitted as soon as possible after identifying a suitable candidate.