Fermanagh & Omagh District Council
Comhairle Ceantair Fhear Manach agus na hÓmaí

Fermanagh & Omagh Local Economic Partnership

Job Description

Job Ref:	26/RP/21
Job Title:	Omagh Regeneration Coordinator
Reports to:	Economic and Regeneration Manager
Responsible to:	Head of Economic Development and Regeneration
Location:	Strule House, Omagh, however the successful candidate will be expected to travel to other locations within the Council area to meet the requirements of the post.
Hours of work:	The normal working week will be 37 hours, Monday to Friday, but work outside these hours may be necessary on occasions, including evening and weekend work.
Duration:	Temporary up to 30 September 2028 (The post may be extended subject to funding)
Salary:	PO1; SCP 29-32; £41,177 - £44,253 per annum

Background and the Main Purpose of the Job

The Strule Shared Educational Campus is due to open in September 2028 which will mean the five post-primary schools in Omagh town centre will relocate to the new campus site on the Gortin Road. This relocation will result in five strategically located sites in the town centre becoming vacant sites.

To address the impact of these changes on Omagh town centre, Fermanagh and Omagh District Council will shortly engage a consultant to develop a Omagh Town Centre Action Plan. The Action Plan is due to be completed in the first quarter of 2027. All actions included in the Action Plan will support the implementation of the Omagh Place Shaping Plan 2035.

The postholder will be responsible for the management and coordination of the delivery of the actions included in the Omagh Town Centre Action Plan. The aim of the Plan is to develop a prioritised programme of interventions for Omagh Town Centre that can be delivered in the next five years. A town centre Steering Group made up of traders and Omagh town Councillors has been established to oversee the development and implementation of the Action Plan.

Alongside this the Council is consulting with local businesses and other relevant stakeholders in Omagh regarding the development of a Business Improvement District (BID) for the town centre. If a BID is successful, the Co-ordinator will be expected to work closely together with the BID Manager to improve the economic and physical infrastructure of Omagh town centre.

The role of the co-ordinator will be to build strong relationships with a wide range of stakeholders including local traders, funders, statutory agencies and residents to ensure the delivery of the Omagh Centre Action Plan. Actions are likely to include the delivery of projects aimed at revitalising the town centre and making the town centre more attractive and sustainable in the longer term.

The post is funded by the Department for the Economy (DfE) under the Regional Balance Fund and will support the delivery of the priorities included in the Fermanagh and Omagh Local Economic Partnership (LEP) Action Plan.

Main Duties and Responsibilities

- Coordinate the development, implementation and ongoing review of an **Omagh Town Centre Action Plan**, aligned with the Omagh Place Shaping Plan 2035 and wider Council priorities.

- Coordinate and develop effective working relationships with all key stakeholders including, but not limited to; Local Businesses, Elected Members, Council departments, relevant statutory partners e.g. Department for Communities, Department for Infrastructure, Omagh Chamber of Commerce and Industry, Strule Community Stakeholder Group, Strule Vacant Sites working group, Omagh Town Centre Action Plan Steering Committee, local residents, community groups, potential funders and any other relevant external partners to identify opportunities and to progress the improvement of the economic and physical infrastructure of Omagh town centre.

- To work with others to identify, apply for and manage any external grants or public sector funding obtained to deliver projects aimed at meeting priorities included in Omagh Town Centre Action Plan, Omagh Place Shaping Plan 2035 and the Council's Corporate Plan. This will include the completion of funding applications and business cases to funders and other organisations.

- To coordinate the management of projects in accordance with Council's project management methods. This will include the establishment of project boards (where appropriate) to manage the delivery of projects as well as the monitoring of spend, objectives, timescales, benefits, risk registers, and any other targets included in the project plan to ensure the completion of projects within scope and budget.

- To manage the administrative support required for the operation of the Omagh Town Centre Action Plan Steering Committee including the scheduling of meetings and providing updates on the progress on the Omagh Town Centre Action Plan.

- To coordinate the completion of progress reports in a timely manner for submission to Partnership Groups, Funders, Elected Members, Local Economic Partnership (LEP), and any other relevant bodies. The postholder will work closely with the

LEP Delivery Team to coordinate regular updates for the Partnership members and DfE as required.

- To develop and coordinate the preparation of any consultant briefs and tender documents for external contractors. To work with others to provide oversight of any external contractors or specialist consultants appointed to complete work to develop Omagh town centre.

- To develop a communications plan to ensure effective communication with all relevant stakeholders and the Omagh Town Centre Action Plan Steering Group is maintained.

- To work within the legal requirements, policies, financial procedures, governance and procurement guidelines of Fermanagh and Omagh District Council

- The postholder will operate as the interface between internal staff working in the Council, the Omagh BID Manager (if progressed) and the Omagh Action Plan Steering Group to ensure a coordinated approach to the future development and positioning of Omagh town centre.

- To work with others to ensure the Council is represented at meetings with external urban regeneration stakeholders, partners and organisations. To work with others to raise awareness of the issues affecting Omagh town centre and encourage public and private sector investment in the district.

- To work with others to promote the future growth and sustainability of Omagh Town Centre and contribute to initiatives that will improve the economic vitality, attractiveness, accessibility, and overall experience of the town centre.

- To work with others to identify emerging economic, demographic, investment and place-based trends affecting the town and, with others, develop responses to the changing role of town centres and the evolving needs of businesses, residents and visitors.

- Support the service area in the development and delivery of an Investment Proposition for the district.

- To undertake any other duties required by the Economic and Regeneration Manager relating to supporting the delivery of services within the Economic Development & Regeneration Section.

General:

- To comply with all the Council's policies and procedures including the Employee Code of Conduct and the Employee and Councillor Working Relationship Protocol.

- To promote the Council's equal opportunities policies and avoid all forms of discrimination as an employer and a service provider.

- To implement all Financial and Procurement policies and procedures.

- To comply with employee responsibility in relation to all records held, created or used as part of the Council's business. All records, paper or electronic, are public records and accessible by the general public, with limited exceptions, under the Freedom of Information Act 2000, the Environment Regulations 2004 and the Data Protection Act 1998.

- To undertake the duties of the post at all times in a manner that enhances and promotes the positive image of Fermanagh and Omagh District Council.

- The postholder will be expected to be flexible and adaptable to meet the changing needs and requirements of the organisation. The above list should not be seen as an exhaustive list of duties, and the postholder will be expected to undertake other relevant duties, as required.

Person Specification

Essential Criteria	**Method of Assessment:**
A degree or equivalent qualification **AND** Two years **relevant experience **Or** Three years' **relevant experience ***Relevant experience must include evidence of: -* a) A working knowledge of regeneration initiatives b) The ability to plan and facilitate the delivery of an Action Plan to meet measurable outcomes. c) Experience of working with others in the development and implementation of a range of economic and/ or regeneration projects to meet targets and deadlines. d) Coordinate and develop effective working relationships with a range of stakeholders – internally and externally – to deliver high-quality outputs/projects.	Application Form and Interview
Experience of Project Management	Application Form and Interview
Experience of developing action plans, business cases or funding applications	Application Form and Interview
Experience of influencing and working with a range of stakeholders across public, private and/or community sectors.	Application Form and Interview
Competence in the use of IT systems, including Microsoft Office packages	Application Form and Interview
A current driving licence and access to a form of transport to carry out duties of the post	Application Form
Desirable Criteria:	**Method of Assessment:**
Experience of working with the Business Community and / or Town Centre Traders	Application Form
Preparing and implementing effective communication plans	Application Form
The criteria may be enhanced to facilitate shortlisting	

Behavioural Competencies

The Council's Competency Framework sets out the behaviours that have been identified for effective performance in this role and these are correlated to the Council's Values framework. Competencies will be assessed and monitored throughout the selection process. A definition has been provided including examples of positive indicators and more information on the competency framework can be found at: [Competency-Framework-for-Local-Government.pdf]

Our Values

Good governance flows from shared values and culture. Our values underpin everything we do and describe how we will deliver this Corporate Plan. These values reflect the personal stake that all of us have in delivering our Council's priorities. At the core of what we do as a Council is a commitment to improve the lives and wellbeing of our community. The strategic priorities adopted are focused on achieving this for the people of Fermanagh and Omagh.



Leadership — Effectively representing the needs of our district and all its people; building strong leadership at all levels of the organisation and using evidence to determine priorities and focus on what matters most.



Integrity — Acting with honesty and impartiality, treating all in an equitable and respectful manner.



Accountability — Acting in an open and transparent manner, providing clear and accessible information on decisions and performance.



Innovation — Achieving excellence through identifying new ways of working to continuously improve services and deliver on our priorities.



Sustainability — Taking decisions which are in the long-term interests of our district and its people, supporting vibrant urban and rural communities and always mindful of our resources.



Engagement and Involvement — Listening to, understanding and putting the evidence-based needs of our people, across our urban and rural communities at the heart of what we do to create solutions together.

Behavioural Competencies	Level: Operational
Leadership	
How we Provide Leadership and Direction – Managing Performance Sets clear, aligned, high standard performance goals and objectives for self, others and the organisation.	
Engagement and Involvement	
How we Manage Ourselves - Communicating with Impact Presents a positive image by communicating effectively, being resilient and treating people fairly	
Sustainability	
How we Work with Others - Meeting Customer Needs Establishes the needs of customers and strives to ensure that these are met.	
Innovation	
How we move forward – Problem Solving and Decision Making Gathers information from a range of sources. Analyses information to identify problems and issues. Makes effective decisions and recommendations based on resolution agreement within an environment of trust, mutual respect and cooperation.	

Please note the above competencies will be assessed at interview stage. Applicants must clearly provide evidence on the Application Form that they meet the essential and desirable criteria outlined above.

Hours of Work:

37 hours per week, Monday to Friday. Additional hours may be required on occasions, dependant on the needs of the service.

Salary:

PO1; SCP 29-32; £41,177 - £44,253 per annum. The postholder will be paid monthly into their bank/building society account.

Employment of People with Convictions:

The Councils policy on Employment of People with Convictions; and A Code of Practice is available to all applicants to download under "related documents".

A criminal record will not necessarily be a bar to obtaining a position.

Fermanagh and Omagh District Council complies fully with AccessNI's Code of Practice regarding the correct handling, use, storage retention and disposal of Disclosure Applications and Disclosure information. We also comply fully with our obligations under the General Data Protection Regulation (GDPR) and other relevant legislation pertaining to the safe handling, storage, retention and disposal of Disclosure information. Access NI
Code of Practice can be obtained from www.accessni.gov.uk. Once the retention period has elapsed, the HR service will ensure that any disclosure information is immediately destroyed by secure means. AccessNI have published a Privacy Notice on the Department of Justice website which can be found at https://www.justice-ni.gov.uk/publications/ani-privacy

General:

The appointment is subject to:-

a) Satisfactory references from two referees (one of which should be from the present or previous employer).
b) The terms and conditions of employment of Fermanagh and Omagh District Council.
c) A satisfactory standard of attendance, conduct and performance in carrying out the duties of the post.
d) The terms of the Northern Ireland Local Government Pension Scheme.
e) The production of evidence of educational and/or professional qualifications as listed on the Application Form.
f) The satisfactory completion of a probationary period of six months with an interim period of three months.
g) A medical report by the Council's Medical Examiner which confirms fitness for employment in the position.
h) Councils receipt of a satisfactory Basic Access NI Disclosure Certificate, if required.

Applying Online and Recruitment Correspondence:

Fermanagh and Omagh Council encourages applicants to apply on–line via https://fermanaghomagh.getgotjobs.co.uk/home.

This is an online portal system and is known as 'GetGot'. This system requires applicants to have access to an email account for correspondence in respect of the progress of the recruitment process i.e. Invite to Interview etc. Applicants who apply online are reminded to regularly check their email during the recruitment process including the 'junk' folder in case our correspondence is automatically re-directed there.

Applicants should be aware that we are unable to amend any arranged recruitment process in the event of correspondence being sent to 'junk' mailbox or unread emails.

If your personal details change during the recruitment process, please ensure you email the hr@fermanaghomagh.com of the amendment(s) as this could impact on your application should you be progressed to the later stages of the selection process.

For informal enquiries or more information on the role, please contact maire.grogan@fermanaghomagh.com.

Application forms must be returned not later than **12 noon on Monday 23 November 2026.**