

**Business Growth Adviser – Business Northumberland**  
**Advance Northumberland**  
**(Full time, 37 Hours per week, fixed term until 30<sup>th</sup> June 2023)**  
**£30,000 – £34,000 per annum**

Advance Northumberland is a property Investment, Estate Management and Development Company. Building new homes for rent and sale, attracting investment and business growth, managing delivery of major projects, providing a diverse portfolio to support businesses and regeneration and helping you find a place to call home.

An exciting opportunity has arisen for an experienced and enthusiastic Business Growth Adviser to join the Economic Growth team and support the delivery of Business Northumberland, a high profile European funded business support programme.

Business Northumberland is an exciting programme focused on supporting the growth and sustainability of SMEs in Northumberland and the wider North East LEP region. Activity is being delivered via a programme of digitally based workshops held across Northumberland and are complemented by an interactive online platform which hosts a number of programmes and online content across a number of economic drivers to support business growth.

As well as enthusiastically promoting the benefits of the support programme and the opportunities they can bring to SME's, the Business Growth Advisers will be responsible for the identification and engagement of eligible SMEs onto the Business Northumberland programme. They will deliver 1:1 advice, in order to unlock growth opportunities within an eligible SME and support start – ups and businesses with a higher growth potential.

The post holder will have specialisms in a field relating to one or more of the following project themes and be able to apply their knowledge and promote the benefits directly in order to help grow a business:

- Digital Technology – including the use of social media and digital marketing
- Websites and SEO
- Business growth through the use of digital applications

This post is part financed by the England European Regional Development Fund as part of the European Structural and Investment Funds Growth Programme 2014-2022.

**To succeed in this role:**

The successful applicant must be able to demonstrate key skills and experience in the following key areas:

- Current detailed knowledge and/or experience of ERDF rules and regulations.
- Experience of ERDF project delivery.
- Excellent organisational skills.
- Understanding of programme and project management tools.
- Ability to analyse, interpret and present information in a variety of formats.
- Excellent IT skills and proficient in the use of Excel at an advanced level.



- Excellent numerical skills.
- Ability to work as part of a team.

**What you will get in return:**

This organisation offers a competitive salary, the tools you need to do the job, as well as a range of excellent benefits inclusive of:

- 26 days holiday + bank holidays
- Contributory pension scheme
- Half price gym membership
- Cash plan
- Various Salary Sacrifice Schemes.

To apply please send a copy of your CV and a covering letter explaining your suitability for the role and experience with examples around specific specialisms and sectors to [workforus@advancenorthumberland.co.uk](mailto:workforus@advancenorthumberland.co.uk)

**Closing date: 17<sup>th</sup> September 2021**

For an informal discussion please contact Lucy Evermore, Programme Manager, on 07984199830.

If you wish to withdraw your consent for us to process your application, please email [workforus@advancenorthumberland.co.uk](mailto:workforus@advancenorthumberland.co.uk)

