



Kent County Council

Produced in Kent – Programme Manager

What is the purpose of Produced in Kent?

Produced in Kent is a trade membership organisation in partnership with Kent County Council. It is a company limited by guarantee and not for profit set up in 2001.

The company has a board of Directors (details can be found on the company's websites via this link www.producedinkent.co.uk (consumer site) and www.join.producedinkent.co.uk (business site).

The branding of the company is a registered trade mark alongside that of a showcase event owned by the company, the Taste of Kent Awards.

It is dedicated to the promotion and marketing of Kent's food and drink products and services providing vital support to a diverse range of businesses which in turn provide valuable employment across Kent and are at the economic heart of our communities. This is achieved through the membership of those businesses based in the county meeting the criteria of membership and the terms and conditions.

The aim is to raise the profile of Kentish food, drink and craft in Kent, the UK and overseas. We encourage consumers and businesses to source locally and to support their local economy and for visitors to see Kent as a top destination for foodies.

Specific skills and abilities needed for this role to be read in conjunction with the Person Specification

- Experience and robust understanding of the food and drink, horticulture, agricultural and rural sectors.
 - Experience working in a membership organisation is preferred, but not essential.
 - Ability to identify new revenue opportunities to increase profitability
 - Excellent understanding of legal agreements, contracts, documents and transactions including company law and ability to undertake Company Secretarial responsibilities including lease negotiations.
 - Financial qualification or robust financial management expertise and experience of Sage 50 Accounts
 - Ability to engage well and comfortably at all levels
 - Strong negotiation skills are required to commission and monitor significant contracts, including a wide range of sponsorship agreements ensuring profitable events
 - The ability to travel across a wide geographical area in a timely and flexible manner at various times of the day is essential.
 - Sound knowledge of GDPR legislation
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