



Later Living Development Manager

Bank Cover at our Millburn Court Development and other LLDM developments

Location: Millburn Court, Stranraer, Dumfries & Galloway working mainly in Stranraer but able to travel across region to cover other sites.

Salary range: Bank Cover - £16.11 - £20.40 per hour

Hours: Bank Cover will provide ad hoc cover for holidays and absence during normal working hours Monday to Friday (09.00-17.00)

About Us

Loreburn is a registered social landlord (RSL) and Scottish Charity, with 2,700 homes across Dumfries & Galloway. Established more than 40 years ago, our vision and mission is to 'create great places to live' by providing good quality, well maintained, and affordable homes.

As a community-based association, we place our tenant facing services at the heart of the communities we serve. Our 'Hub, Home & Roam' working model allows our team to work flexibly, ensuring they can be where they're most needed, supported by the right tools and resources to deliver on our commitments to tenants and communities. This role is site based although you will be required to work across the region at other sites as required and occasionally work from home.

The Role

We are looking for a compassionate person to join our Later Living team to provide bank cover for holidays and absence. There is the potential for fixed term opportunities in the future. You will need to deliver an exceptional customer experience, ensuring enquiries are resolved at first point of contact and that our tenants experience an excellent service that meets their needs and delivers Great Results.

What We're Looking For

We are looking for an individual who:-

- Delivers excellent customer experience, building trusted relationships and responding with empathy and professionalism.
- Works confidently on their own, using initiative and sound judgement to manage day-to-day responsibilities with minimal supervision.
- Keeps calm under pressure, making practical decisions when faced with unexpected issues or competing priorities.
- Is digitally confident, with a good working knowledge of Microsoft Office and able to use digital system to record, communicate and organise effectively.
- Is highly organised, able to manage time well, plan ahead and balance routine tasks with reactive issues.

We value potential and a commitment to learning and encourage applicants who may not possess every requirement to find out more.

This role is primarily based in our Later Living Development at Milburn court. You may on occasion need to work from home, which requires applicants to have a suitable space available, along with access to broadband as a requirement. A driving licence and access to a vehicle will also be necessary as will occasionally travel across the region to other developments or to attend training and meetings as necessary.

Please take a look through the [role profile](#) for more information about the role, what's required, and the skills and competencies we're looking for.

For a confidential chat about the role, please contact David Ewing, Team Manager (West) on 07593530315 / email DavidE@loreburn.org.uk.

How to Apply

Apply by completing the online Recruitment Application Form which can be accessed [here](#).

Closing date for applications: Monday 15th September 2025 at 9am

Interview date: TBC

We're committed to making our recruitment practices as accessible as possible for everyone, this includes making any necessary adjustments. If you need us to do anything differently as part of the recruitment process, please let us know.