



Rag Tag and Textile Ltd: Job Description – Skills Cafe Manager

This is a part-time, fixed term post that is Grant funded.

May 2026 to February 2027

1 day (7.5hours per week), £15.30 per hour.

Based in Broadford, Isle of Skye, Rag Tag and Textile Ltd is a long-established charity and social firm whose prime purpose is to support local people with their mental wellbeing by offering a range of craft and gardening activities in a welcoming and safe social space. RagTag operates on a reuse, reduce and recycle ethic. We run a charity shop stocked with donations from the community and with craft products made in our tutor-led sheltered workshops.

In this new project, funded by the Highland Council's Reuse and Repair Fund, we will run a weekly Repair Skills Café open to the public. Some of these workshop sessions will show people how to make and repair clothing using traditional creative skills such as sewing, knitting and crocheting. We hope to offer sessions on furniture repair. Other sessions will upskill individuals to make better use of their own food waste, e.g. easy soup making and simple garden growing skills and composting. The project also hopes to train people in other recycling organisations to do electrical PAT testing so that electrical goods can be retained and reused in the community. The aim is to reduce landfill and food waste, whilst enabling our local community to extend the life of materials through reuse, repair, and upcycling, building local capacity and reducing household costs.

As the Skills Cafe Manager, you will help to establish the programme of appropriate workshops. You will deliver some workshops and have an overview of the rest. You will demonstrate a keen interest in environmental issues, the circular economy and have relevant skills to share with others.

Relationships

You will report to the Rag Tag and Textile Ltd Director responsible for the project. You will liaise with the Senior Tutor and Office Administrator to ensure the smooth running of the project. You will supervise those sessional tutors and volunteers who are delivering workshops as part of the project. You will play a key role in building and maintaining relationships with relevant local organisations engaged in recycling and upcycling to help build a shared approach.

The main purpose of the job is to:

- Develop a programme of relevant workshops open to the public
- Deliver some of the workshops in that programme (c. 1-2 workshops a month)
- Secure sessional tutors with specific skills that complement your own
- Promote the programme using print and digital media

- Supervise sessional tutors and workshop volunteers to ensure sessions are staffed and deliver the session aims
- Ensure risk assessments are carried out for each workshop
- Maintain records of attendees and outcomes
- Liaise with other local organisations involved in recycling initiatives
- Provide regular report to the Board of Rag Tag and Textile Ltd
- Contribute to Grant reports
- Any other appropriate duties associated with the post

Key knowledge and skills required:

- An understanding of the importance of upcycling, recycling and repair for the environment and the circular economy
- An interest in reducing food waste and growing one's own food
- The skills necessary to deliver some of the workshops in the programme, with sewing skills an advantage
- The ability to share those skills with others in a workshop setting
- The ability to communicate effectively through written media
- An easy familiarity with social media for communication and office related software for reporting
- A calm, positive outlook

Terms and Conditions

This is a part-time, fixed term post funded by a Highland Council grant. We are looking for someone to work 9.30am to 4.30pm, usually on Thursdays, for 10 months starting May 2026 and finishing in February 2027. The rate of pay is £15.30 per hour. The post offers paid holiday leave inclusive of public holidays pro rata. The post offers access to a pension scheme. There may be opportunities to work a further one day a week supporting RagTag more generally should additional funding be identified. We are a Fair Work First employer.

Applications

Please apply by sending a CV and covering letter by email for the attention of Gill Terry, Director, to hello@ragtagskye.org, or by post to Rag Tag and Textile Ltd, Unit 3, Broadford Industrial Estate, Broadford, Isle of Skye, IV49 9AP. The deadline for applications is Monday 13 April, and we expect to hold interviews on Thursday 30th April 2026.

March 2026

Rag Tag and Textile Ltd., Unit 3, Broadford Industrial Estate, Broadford, Isle of Skye, IV49 9AP
 Tel. 01471 822043, hello@ragtagskye.org, Scottish Charity Number SCO37619, Company No. SC380098