



Friends of Walpole Old Chapel: Project Manager

The Friends of Walpole Old Chapel (FWOC) in Suffolk has recently been awarded a Development Phase grant from The National Lottery Heritage Fund towards a major conservation and community project as it takes ownership of the chapel from the Historic Chapels Trust. FWOC seeks an experienced Project Manager (a single consultant or small team of consultants) to support activities in both development and delivery phases of our project.

The overall purpose of the Project Manager is to provide part time paid support to undertake and coordinate activities in both phases. There will be a separate PM for the main conservation and repair capital works. This role will add capacity to the FWOC trustees and volunteers in delivery of this large project. The role will be procured for the full project duration (Development and Delivery Phases) with a break clause after the Development Phase.

The main development tasks are part-time project support, including attending project meetings, assisting with recruitment of other consultants, coordinating other consultants and contributing to key documents and decisions; Trustee Recruitment & Development; Events & Activities Review; Preparation for Building Improvement Works; Preparation of Delivery Phase Application:

The budget for the Development Phase is **£10,000 plus VAT**.

The budget for the Delivery Phase is **£55,000 plus VAT**.

[Full brief and application details.](#)

Tender submission deadline Friday 27th March 2026

Interviews will be held in week beginning 13th April 2026

Any queries or requests to visit the site, please contact hinfo@walpoleoldchapel.org