

ROLE DESCRIPTION

TITLE: Conservation Officer

SALARY: Grade 4. £25,000 to £30,000 pro-rata depending on skills and experience

HOURS: Part-time 21 hours per week, generally Monday to Thursday, working one Saturday every four weeks (taking the preceding Thursday or following Monday off) as part of the staffing weekend rota, plus occasional evening work for which TOIL can be claimed.

CONTRACT TYPE: Permanent following 6 month probation

Start Date: Flexible but 1st April 2025 at the latest

LOCATION: Water of Leith Visitor Centre, 24 Lanark Road, Edinburgh, EH14 1TQ

RESPONSIBLE TO: Senior Ranger

RESPONSIBLE FOR: Conservation volunteers and participants on tasks, events or programmes.

JOB SUMMARY:

To ensure the delivery and development of comprehensive programme of conservation work along Water of Leith, working to improve water quality and appearance, river morphology and the health of habitats.

To take a lead on our annual programme of survey work, habitat improvement and Invasive Non Native Species management (INNS), working to protect the river's natural heritage, ensuring the blue-green spaces and nature networks are resilient to change.

MAIN DUTIES:

Safeguard protected species and their habitats through cycles of surveying and monitoring:

- Lead the Trust's volunteer survey teams in a regular programme of biological recording.
- Maintain good quality and relevant wildlife records and use to monitor the health and diversity of species across the catchment, reporting to The Wildlife Information Centre annually.
- Develop suitable GIS systems to support records and recording.
- Analyse data collected during survey recording seasons / cycles and use to inform management practices and restoration work on the river.
- Work with partners and university students and courses to support research projects on the Water of Leith.

Act as the Trust's lead on all INNS work. Plan and deliver an annual programme, effective treatment and accurate recording of target species in the catchment and seek funding to support the work.

With the Conservation Team devise and implement a weekly programme of conservation tasks with the Trust's Volunteer team including the delivery of clean - ups, river patrols, practical workdays, INNS treatment tasks, volunteer ecological surveys, habitat management and enhancement projects.

With the Chief Executive engage and develop collaborative relationships and projects with key partners including; SEPA (Scottish Environmental Protection Agency), Scottish Water, Edinburgh's Biodiversity Network, Water of Leith Action Group, CEC Parks and Greenspaces, Landowners', Friends of Groups etc

Assist in the development and delivery of the ambitious and innovative projects set out in our 2024-9 Strategy, leading on work in the PROTECT action plan. [WOLCT 2024-29 Strategy.pdf](#)

Maintain an excellent working knowledge of water and river legislative frameworks, river ecology and catchment restoration work.

Work within all Trust policies and procedures, ensuring all Risk Assessments, Health and Safety, Operating Procedures and Volunteering and Safeguarding Policies are fully implemented.

Assist with all media promotions and aim to raise awareness of the conservation programme, the condition of the river and celebrate the efforts of volunteer's roles, this includes the development of online resources, posting to social media and producing content for newsletters and blogs.

OTHER RESPONSIBILITIES

- Work with the staff team to ensure effective recruitment, training and support of volunteers and raising awareness of volunteer opportunities and the activities of the Trust – with a focus on the survey team.
- When required, respond to and report to the relevant authorities' issues relating to water quality and wildlife protection.
- Utilise a recording system to maintain a record of volunteer and group participation.
- As part of a small staff team, you will occasionally need to assist with the operation of the Visitor Centre, including the support of reception volunteers, opening/closing, cashing up, customer service and refreshment provision.
- With the Ranger ensure an effective programme of community conservation action along the river. This will include working with Corporate Groups, youths, adults with special needs and the public.*

*You require a satisfactory PVG (Protecting Vulnerable Groups) check to show you are suitable for this type of work

A work programme will guide day to day tasks; to be compiled in agreement with the Senior Ranger and Chief Executive. The work programme relates directly to the WoLCT's objectives and five year strategy. This programme will contain annual targets, reporting requirements and time limited projects.

PERSONAL SPECIFICATION

	Essential	Desirable
Qualifications		
Higher qualification / degree in related field	x	
Safe use of pesticide certification		x
Safe use of strimmer / brushcutter certification		x
Outdoor First Aid Certificate		x
Valid Driving Licence	x	
Experience		
Leading a variety of conservation tasks	x	
Working with a range of volunteers in an outdoor setting		x
INNS treatment	x	
Supervising volunteers	x	
Biological Surveys	x	
Community event delivery		x
Leading outdoor learning sessions		x
Skills		
Effective communication and social skills	x	
Working on your own initiative	x	
Adaptable and able to work as part of a team	x	

	Essential	Desirable
Confident working in or on water		x
IT including MS Office 365, GIS and social media	x	
Knowledge		
Understanding of and interest in ecology, the natural environment and river systems	x	
Understanding of the INNS work and environmental protection.	X	

Application procedure: CV plus covering letter detailing how you meet the personal specifications of the Role Description (table above) and any directly relevant experience emailed to helen.brown@waterofleith.org.uk by 5.00pm on 7th February 2025.

THE TRUST

More about the Water of Leith Conservation Trust can be found at:

<https://www.waterofleith.org.uk/the-trust/>

Our Vision: A healthy river cared for by its community

Through partnerships and practical action The Water of Leith Conservation Trust (WOLCT) works to protect and improve the Water of Leith as a haven for wildlife and a resilient blue-green network for the city. We deliver inclusive learning, volunteering and recreational opportunities which connect communities with Edinburgh's river. Registered Charity no SC000015

Founded in 1988, as Scotland's first river charity and guardians of the river, we strive to raise the profile of this key environmental asset and promote community action to help the river. We work with volunteers and community groups to deliver around 270 river clean-ups and habitat improvement tasks annually - managing INNS, Meadows, and community gardens. Our open daily Visitor Centre is a hub for outdoor learning and we deliver over 170 school classes, community learning activities and events annually In partnership with others we manage 26 miles of river habitat and 13 miles of walkway through Edinburgh, promoting its sustainable use and management. We work to develop projects which improve the river health and resilience to climate change and improve spaces for all user.