



Tweed Forum – Project Officer

Post Title:	Till Restoration Project Officer
Reporting to:	Till Senior Project Officer
Staff Management:	None
Status:	Full time (Initial term 2 years with a strong possibility of an extension)
Salary:	£31,262 - £36,216 Tweed Forum Salary Grade 3, (+10% pension contribution)
Location:	Old Melrose Dairy, Melrose, Scottish Borders TD6 9DF

1. THE ROLE

This is an exciting opportunity to deliver positive environmental change on the ground to improve habitats in the River Till catchment in north Northumberland. Working with farmers, landowners, land agents and partner organisations, the post-holder will help develop and deliver woodland creation and river restoration projects.

2. BACKGROUND

2.1. Tweed Forum

[Tweed Forum](#) is an umbrella organisation consisting of all the statutory and voluntary bodies with an interest in the River Tweed catchment and its management. Our aim is to 'promote the wise and sustainable use of the Tweed through integrated and holistic management and planning', and we have built up a reputation of working with land managers and agencies to achieve practical action on the ground, delivering multiple benefits on multiple strategic fronts.

The work of Tweed Forum is extremely wide ranging. The [Tweed Catchment Management Plan \(CMP\)](#) provides the strategic framework for the work of the Forum but our work delivers on many key policy areas such as the River Basin Management Planning process, natural flood management, conserving biodiversity and improving the condition of designated sites, increasing resilience against climate change and a host of others.

2.2. Riparian Woodland and the Great Northumberland Forest

One of the key parts of the Forum's work is to create a network of riparian woodland and healthy river systems throughout the catchment, which will deliver a range of benefits including flood protection, improved water quality and improvements for salmon fisheries, as well as helping to tackle the twin challenges of climate change and biodiversity loss.

The River Tweed is a SSSI and SAC and one of the most famous salmon rivers in the world, but its fish populations are threatened by climate change and the adverse effects of decades of habitat loss and

land use intensification. Tree planting is a vital element of Tweed Forum's work, bringing multiple benefits for the river environment and helping to provide the cool, clean waters and biologically rich environment that support the life cycle of salmon, from spawning to juvenile development and beyond. The charity has planted over 1.5 million trees to date but many more are needed.

[The Great Northumberland Forest](#) is a plan to plant millions of trees, creating more wooded landscapes across the county by 2030. This will help tackle the big challenges facing society, such as climate change, biodiversity decline, promoting health and wellbeing, and supporting a thriving local economy.

2.3. Till River Restoration Strategy

[The Till River Restoration Strategy \(TRRS\)](#) is a partnership between Tweed Forum, Environment Agency and Natural England that aims to protect and improve the Till river system in areas not achieving their potential conservation value. The aim of the strategy is to restore as much functionality and characteristic river habitat as possible whilst taking into account the need to protect people and critical infrastructure from flood risk.

Since the implementation phase began in 2013, the TRRS has delivered a wide range of habitat improvements across the catchment. In recent years, the interest from farmers and landowners is growing, as is the number of funding opportunities.

3. JOB DESCRIPTION AND RESPONSIBILITIES

The role will be focused in the River Till catchment of the Tweed in north Northumberland and will be split between woodland creation and river restoration (as part of the Till River Restoration Strategy) although many projects are likely to meet both objectives.

There is also the opportunity to get involved in other areas of Forum work that might include peatland restoration; access and recreational improvements; education and interpretation.

3.1. Roles & Responsibilities

- Working closely with the Till RRS Senior Project Officer and the Tweed Forum woodland team and land managers to identify river restoration and woodland creation projects that fit within the farm/estate business.
- Working with design consultants, Northumberland County Council, Northumberland National Park Authority, Environment Agency and Natural England throughout project development as necessary.
- Ensuring all consents are secured and discharged, e.g. Flood Risk Activity Permit, Planning, Designated Site Consent, Land Drainage Consent.
- Scoping out and designing woodlands, taking into account topography, fencing requirements, species mixes, deer control etc.
- Assisting with, and acting as agent for, Countryside Stewardship Higher Tier applications in conjunction with landowners and Natural England
- Applying to appropriate grant schemes including Water Environment Improvement Fund (WEIF), England Woodland Creation Offer (EWCO), carbon finance, Countryside Stewardship, etc.
- Preparation of tender documents and ensuring a transparent procurement process.

- Overseeing contractors and ensuring quality control on site.
- Ensuring projects are delivered on time and on budget.
- Raise awareness of the TRRS and GNF and the associated benefits of restoring the river and environment.
- Pre and post implementation monitoring, ensuring all conditions have been met and final project reporting.

3.2. Qualifications & Experience

- A degree in an environment-related discipline, with a focus on geomorphology, agriculture or woodlands would be an advantage.
- At least two years' work experience in an applied forestry/environment/agricultural related post; or equivalent project management experience developing and delivering environmental works.
- Woodland creation experience would be a particular advantage.
- Good project management skills and an ability to plan and work to deadlines.
- Excellent communication skills, including an ability to influence and negotiate with a wide range of public, private and individual interest groups.
- Enthusiastic and passionate about restoring nature in a working rural landscape.
- Good GIS skills and associated IT awareness including website, database, and spreadsheet management.
- A good ability to evaluate and balance demands in project planning.
- Experience of fundraising and managing associated reporting/monitoring requirements.
- An ability to work on own initiative and as part of a team.
- Practical experience of managing meetings and giving public presentations.
- An understanding and experience of partnership working.
- Good report writing skills.
- An understanding of structures and remits of the key stakeholders in the Tweed catchment.
- A full driving licence.

Benefits

- ❖ 10% pension contributions and salary sacrifice scheme;
- ❖ annual salary and cost of living review, progression through the salary grade will be assessed at this point;
- ❖ 25 days annual leave plus 11 days paid flexible public holiday per annum;
- ❖ Cycle to Work scheme;
- ❖ training and development opportunities are supported and encouraged;
- ❖ hybrid and flexible working arrangement are considered upon request;
- ❖ private health screening;

- ❖ location – modern offices situated in one of the most attractive areas of the Borders, within commuting distance of Edinburgh and Lothians;
- ❖ work in an informal and friendly environment with colleagues who share a wealth of knowledge and experience.

Interested candidates should submit a CV (no more than 4 sides of A4) and covering letter, outlining why they feel they are suitable for the job, by 9am on Monday 30th June 2025 to info@tweedforum.org.

Interviews to be held, preferably in person, on Thursday 10th July 2025.