

## Job description

### Community Tree Nursery Project Officer (part-time, self-employed)

<b>Contract term:</b>	14 months, starting June 2024
<b>Remuneration:</b>	£20 - £22 / hour depending on experience, self-employed
<b>Hours of work:</b>	38 hours per month; timings flexible according to the requirements of the job
<b>Location:</b>	Growers Hub, Pairc Nan Craobh, Broadford, IV49 9DF. Administrative tasks may be home based or at the Growers Hub hot desk
<b>Reporting to:</b>	Broadford & Strath Community Company Board
<b>Date:</b>	April 2024

#### Purpose of role

Broadford & Strath Community Company has secured funding from the Crown Estate Environment Fund to set up a pilot Community Tree Nursery at the Growers Hub community allotment site in Broadford. The Project Officer will be responsible for the successful delivery of this project. This will include project set-up; volunteer management; seed collection, planting and care; and delivery of learning events.

#### Project background

This 14-month project will lay the ground work to achieve our longer term vision: to create a Community Tree Nursery that will be a valuable resource for our community and bring extensive biodiversity and climate change benefits. By raising native trees from locally gathered seed the nursery will potentially support the restructuring regeneration of Broadford Community Woodland - a 23 ha former commercial plantation which our charity owns on behalf of the community. It will also potentially provide 'local provenance' trees for crofters and local residents seeking to create or extend woodland areas to increase biodiversity and contribute to climate change mitigation, and trees to plant in appropriate village locations to enhance our environment. Volunteering and learning are also key aspects of the vision. Volunteer days and hands-on learning activities during this project will develop valuable skills within our community and inspire people to cherish and safeguard our woodlands for the future.

#### Main responsibilities

The post-holder will be responsible for delivery of the project in accordance with the agreed project plan. The role combines practical, hands-on activity with administrative and organisational duties. Key tasks:

- Recruiting and managing volunteers to support the project, taking steps to ensure that opportunities are inclusive and accessible to all.

- Creating a pilot nursery area in our existing Growers Hub. This will involve sourcing a storage facility, creating a germination/growing environment in one of our polytunnels, and building a watering system.
- Collecting seeds locally using certified sources, working with volunteers where possible.
- Sowing and caring for seeds for c.2400 trees using cells or germination, working with volunteers where possible. We are aiming for sufficient trees to plant at least 1 hectare of woodland and complement natural regeneration.
- Running 4 x learning events and a celebration event to encourage continued involvement and support.
- Establishing a methodology that can be 'scaled up' after the funding period.
- Producing project reports for the Broadford & Strath Community Company Board and funders as required.

### **Reporting**

The post-holder will be line managed by a Board member and will be overseen by the Board of Directors. They will collaborate with other members of the Broadford & Strath Community Company team as required including the Community Gardener, Community Coordinator, Outdoor Learning Manager and Flourish (Horticultural Therapy) Coordinator.

### **Person specification**

The ideal candidate will demonstrate the following:

#### Experience and skills

- Proven horticultural experience and knowledge
- Experience of working in a tree nursery or woodland environment
- Experience of volunteer recruitment and management
- Good project management skills
- Good communication skills, both oral and written
- Practical problem-solving skills
- IT and administrative skills

#### Personal qualities

- Self-motivated with proven ability to work on own initiative
- Effective team worker
- Able to work with people with a diverse range of experience and abilities
- Well-organised
- Positive and flexible attitude.

### **How to apply**

Please send a CV and cover letter outlining how you meet the Person Specification to: [mail@broadfordandstrath.org](mailto:mail@broadfordandstrath.org), using the subject heading **Community Tree Nursery Project Officer**

Deadline for application: 9am, 7 May 2024

For further information about the Growers Hub and our other projects visit [www.broadfordandstrath.org](http://www.broadfordandstrath.org)