



Kerri Whiteside

Community Support Specialist, Scotland

“In the past century FFI has consistently saved species from extinction and protected habitats from destruction. Their solutions have always been practical, efficient and sustainable in local circumstances.”

Sir David Attenborough,
FFI Vice-president

Fauna & Flora International

Fauna & Flora International (FFI) works with local partners to save habitats from destruction and species from extinction, while improving the livelihoods of local people. We work collaboratively, act as a catalyst for change, make conservation relevant, whilst basing decisions on sound science. Founded in 1903, FFI is the world's longest established international conservation body; our conservation work, and impact, spans the globe.

FFI has vision and ambition to drive real change for life on earth, and delivers [tangible impact](#), with our commitment to local partnership central to our work. We offer flexible working arrangements, competitive salaries and benefits and a chance to realise positive change for the planet, within a growing international organisation with a strong values-based culture.

FFI's work in Scotland

Our work in Scotland showcases the application of FFI's partner-led approach to conservation within the British Isles. Since 2014 FFI has been championing and supporting a growing number of local communities across Scotland to engage in conservation and restoration efforts. These initially focused on supporting marine protection and recovery by coastal communities, but we are now extending our engagement inland.

FFI provides bespoke support to individual Community-based Organisations (CBOs), helping them to realise locally-developed visions for their environment, and brokers cross-community learning via direct information and experience sharing, collaborative multi-partner initiatives, and shared events and exchanges. Through their engagement with FFI these communities have been able to realise tangible gains for biodiversity, and to deliver long held ambitions for local conservation and regeneration. We have helped to create a dynamic network of engaged and vocal community groups working together to campaign for policy changes and bringing about tangible biodiversity benefits: The Coastal Communities Network.

Our direct support to communities is based on strong relationship building, mentoring and access to a wide range of skills and knowledge. We work hand in hand with communities to listen to their ambitions, understand their needs and craft bespoke solutions to help local organisations thrive, and to deliver tangible benefits for nature and people, and scale their impact beyond their local area.

FFI is now moving into a new phase of work in Scotland, beyond the 23 CBOs currently supported through the Coastal Communities Network, and to offer similar support to inland communities to help them realise their own ambitions for biodiversity protection and regeneration. As well as providing ongoing operational support to the Coastal Communities Network as it takes on more self-determined leadership, and providing ongoing support to individual CBOs within this network, we are building on a recent scoping project to expand our support to a range of other communities in Scotland. We will provide dedicated conservation support via our tried-and-tested model of (i) assisting individual communities through bespoke support and mentoring, and providing advice on both technical issues and organisational development; (ii) provision of a small grants scheme, with associated grant writing support, to build capacity and confidence in both project delivery and fundraising; and (iii) supporting communities to connect to each other, providing opportunities to

share experience, learn peer-to-peer and develop common agendas.

The Opportunity

FFI is seeking an experienced Technical Specialist to fulfil a key role within FFI's team in Scotland. The post holder will work closely with colleagues in Scotland, and across FFI, to support a range of Community-based Organisations (CBOs) in Scotland who are engaging in the protection, management and/or restoration of their local environment.

The Community Support Specialist, Scotland, will provide technical leadership for FFI's work supporting and enabling community-led biodiversity protection and restoration in Scotland. They will deliver primary engagement, relationship building and support to communities, identifying appropriate mechanisms for support to help them to develop and realise tangible impacts for biodiversity and nature-positive natural resource management. The post holder will be the primary driver of community support, applying varied and carefully judged forms of engagement (technical input, advice, training, organisational development and mentoring) in line with the needs and aspirations of particular Scottish CBOs, and will provide a bridge to wider FFI organisational experience as needed.

The post holder will represent FFI's position and ethos around community-led conservation and restoration in Scotland with a range of stakeholders and will work closely with the Senior Conservation Director, and the Project Manager, Scotland, to represent FFI more widely in Scotland, as required.

You will have excellent diplomatic and interpersonal skills with the ability to negotiate and mediate. You will have excellent communication (verbal and written) skills, active listening skills and a proven ability to develop and maintain effective working relationships with a diverse range of people and organisations, such as governments, NGOs, community groups and businesses. You will have good knowledge and understanding of the Scottish political landscape, at national and local level, and good knowledge of Scotland's natural heritage and current biodiversity conservation issues. You will have proven experience of supporting the development of local grassroots organisations/CBOs and demonstrable abilities in mentoring and supporting individuals and organisations.

In return, the role offers the opportunity to work within a ground-breaking and entrepreneurial organisation, at the forefront of global conservation, and alongside a vibrant and dynamic community network at an exciting stage of its development. In addition, FFI offers a generous pension contribution, attractive annual leave allowance and life insurance. Flexible working options will be considered. This position is based at FFI's Central Edinburgh office space, although partial remote working from within Scotland may be available, to be agreed between the post-holder and line-manager. Scotland and UK-wide travel will be required.

Terms and Conditions

Start Date: 3rd October 2022 or as soon as possible thereafter

Duration of Contract: Permanent

Probation Period:	Six months
Salary:	Circa £32,000 per annum
Location:	FFI's office space in central Edinburgh, UK Current policy offers partial remote working within Scotland
Benefits:	25 working days' annual holiday entitlement plus Public/Bank Holidays and any normal working days that fall between 24 December to 31 December inclusive, during which time FFI UK offices are closed For employees on UK-based contracts, FFI currently provides a pension contribution of 8% of salary after 3 months' continuous employment. Group Life insurance, currently set at a benefit of 4 x basic salary
Hours of Work:	This is a full-time position working 37.5 hours per week, Monday-Friday inclusive

Job Description

Job Title:	Community Support Specialist, Scotland (internally: Technical Specialist, Community Support, Scotland)
Reporting to:	Senior Conservation Director
Key Relationships:	Project Manager, Scotland Marine team Conservation Science & Design team Capacity team Coastal Communities Network Coordinator

Purpose:

The Community Support Specialist, Scotland, will support a range of Community-based Organisations (CBOs) in Scotland who are engaging in the protection, management and/or restoration of their local natural environment, and will provide technical leadership for FFI's work supporting and enabling community-led biodiversity protection and restoration in Scotland. This role will deliver FFI's primary engagement, relationship building and support to communities in Scotland, identifying appropriate mechanisms for support to help them to develop and realise tangible impacts for biodiversity and nature-positive natural resource management. The post holder will be the primary driver of community support, applying varied and carefully judged forms of engagement (technical input, advice, training, organisational development and mentoring) in line with the needs and aspirations of particular Scottish CBOs, and will provide a bridge to wider FFI organisational experience as needed. The post holder will represent FFI's position and ethos around community-

led conservation and restoration in Scotland with a range of stakeholders and will work closely with the Senior Conservation Director and the Project Manager, Scotland, to represent FFI more widely in Scotland, as required.

Specific Duties:

Implementation

- Working with the Project Manager, Scotland, ensure activities and outputs are delivered and reported in a timely fashion in line with donor commitments and internal processes.
- Identify and engage with a range of interested communities/Community-based Organisations (CBOs) who aspire to undertake direct biodiversity protection and/or management in either marine or land-based contexts.
- Work to understand, and to support, local ambitions for nature and nature-based economies, and use technical skills to help CBOs to identify the most suitable strategy and approach for their specific situation to address the specific threats and opportunities facing their local ecosystems.
- Maintain relationships with the community groups identified, and ensure regular meetings with all interested stakeholders.
- Design and deliver tailored and locally-sensitively support that will enable CBOs to deliver and sustain tangible impacts for biodiversity conservation and restoration, including as needed technical input, advice, training, organisational development and mentoring.
- Support the long-term capacity and organisational development of the community groups involved in the project, applying relevant technical skills and actively linking CBOs to wider expertise (both within and outside peer CBOs), including expertise available through FFI's wider teams.
- Work with CBOs to build their skills and experience in fundraising, and grant management through mentoring communities in their own fundraising efforts and supporting them through the funding application process (including applying to FFI's Community Support Fund), and by maintaining a strong knowledge of, and links with, appropriate donors.
- Develop context appropriate processes to enable CBOs to establish relationships (and possibly networks) with others, including peer-to-peer learning and experience exchange, and if appropriate, design and deliver cross-community exchanges, workshops and/or communication platforms.
- Broker and maintain effective and up-to-date relationships with a wide range of other bodies (including all relevant government departments, key agencies, other NGOs working in this space and landowners) and where necessary actively engage to facilitate conflict resolution between different actors.
- Working with the Project Manager, Scotland, develop, maintain and keep up to date systems to track the impact of support on individual communities supported, on wider processes and resulting biodiversity outcomes, ensuring that the effectiveness of our support can be evidenced.
- Working with the Project Manager, ensure effective delivery and tracking of activity and output commitments under donor agreements, and work with the team to adaptively manage these as required, flagging risks up management chains when necessary.
- Provide text and input to donor reports, as requested by the Project Manager, Scotland, in line with donor requirements and deadlines.

Development

- Work closely with the Senior Conservation Director and the Project Manager, Scotland, to agree direction, scope and implementation plans, and contribute to the ongoing strategic

development of FFI's work in support of community-led conservation in Scotland.

- Working with the Project Manager, Scotland, actively contribute to fundraising efforts for the operation and evolution of the programme of work in Scotland, by identifying potential funding opportunities, leading the development of some proposals, as well as inputting to proposals and reports and maintaining key donor relationships where appropriate.
- Lead on the further development of the effective expansion of FFI's land-based programme of CBO support in Scotland, in line with agreed wider strategic development priorities for FFI's work in Scotland.

Learning

- Review the options available for communities to develop specific local approaches on conservation (marine and land) issues in Scotland and develop and maintain a strong understanding of the range of resources and skills required of CBOs to lead conservation efforts.
- Develop and maintain a deep technical knowledge of approaches to community-led conservation both globally and within Scotland, and link FFI to other organisations with similar aims to actively share learning and evidence for the impact of such approaches.
- Provide thought leadership and representation for our work to support community conservation in Scotland, helping to ensure and embed an appropriate ethos and sensitivity in our profile and communications, whilst developing the credibility of FFI in this space.
- Write and disseminate case studies and other documents that help profile and champion the role of communities in driving restoration and conservation actions in Scotland, and where possible tie these into wider learnings about successes (and challenges) of community-led conservation and natural resource management.
- Represent and actively promote FFI's approach to community support and the Scottish programme of work externally via presentations, participation on panels and committees, and written articles.

Other duties

- Represent FFI and its Conservation Science and Design Programme as required within Scotland and the UK
- Undertake technical reviews of project proposals for both internal grant funds and external organisations, as agreed with your line manager.
- Undertake any other activities that you may, from time-to-time, be asked to perform by your line manager, commensurate with your skills and experience

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent community consultation / outreach and facilitation skills • Effective problem-solving skills • Ability to negotiate and mediate • Excellent organisational and time management skills 	<ul style="list-style-type: none"> • Group or meeting facilitation skills • Project or grant proposal reviewing • Skills in providing strategic advice and technical input to the

	<ul style="list-style-type: none"> • Highly effective diplomatic, interpersonal and communication skills (written and verbal), including excellent presentation skills • Proven ability to develop and maintain effective working relationships with a diverse range of people and organisations, such as governments, NGOs, community groups and businesses • Ability to plan, organise and prioritise workload to meet deadlines • Fluency in English 	<p>design, development, implementation, evaluation and reporting of projects</p>
Knowledge and experience	<ul style="list-style-type: none"> • Proven track record of community empowerment and of building community relations • A good knowledge and understanding of the Scottish political landscape at national and local level • Experience of supporting the development of local grassroots organisations / CBOs • Experience of organising workshops and meetings • Ability to mentor and support individuals and organisations • Experience of liaising remotely with a range of partners and stakeholders • Good knowledge of Scotland's natural heritage and current biodiversity conservation issues • Good knowledge of the community sector and/or of community-based conservation projects or groups 	<ul style="list-style-type: none"> • Knowledge of community-based networks • Experience of working or living within rural communities • Experience of delivering events, both virtual and in-person • Experience of working with steering groups, boards, committees or similar • Experience with organisational governance processes • Experience with participatory design processes • Experience of managing conflict situations • Experience in researching and writing papers/case studies/technical documents
Behavioural qualities	<ul style="list-style-type: none"> • Excellent team player, able to seek out and harness the views and contributions of others • Self-motivated, independent, resourceful committed to producing high quality work • Flexible and adaptable in uncertain and changeable work situations 	

	<ul style="list-style-type: none"> • Capable of dealing with challenges in a constructive manner • Able to build and maintain positive personal and organisational relationships • Able to work flexibly and effectively with a wide range of geographically dispersed colleagues • An interest in community-based conservation • Desire to champion the rights of communities in conservation 	
Other	<ul style="list-style-type: none"> • Commitment to FFI's mission and values 	

FFI Values

Values underpin who we are and how we act. Just as values shape who we are as individuals, they define us as an organisation, creating the culture of success for which Fauna & Flora International (FFI) is renowned. Our people exemplify our shared values, which are interconnected and interdependent:

- We act with integrity
- We are collaborative
- We are committed
- We are supportive & respectful
- We get things done

How to Apply

Applications should consist of the following:

- Covering letter confirming your interest and explaining how your experience and skills relate to the role
- Full CV
- Contact details for two referees (who will not be contacted without your permission)

Applications should be submitted to kerri.whiteside@fauna-flora.org.

Please mark your application '**Community Support Specialist, Scotland**' and indicate where you saw this position advertised.

The closing date for applications is **Sunday, 21st August 2022**. Interviews are likely to be held during the week commencing 29th August 2022. Candidates selected for interview will be contacted by email or telephone after the closing date.

Regrettably, due to limited resources and the high number of applications we receive, we are only able to contact short-listed candidates. If you do not hear from us within four weeks of the closing date, please assume that you have not been successful on this occasion.

Applicants with Disabilities

FFI encourages applications from individuals with a disability who are able to carry out the duties of the post. If you have special needs in relation to your application, please contact Jade Bedwell, HR Adviser, FFI, on Tel: +44 (0)1223 749044 or Email: jade.bedwell@fauna-flora.org.

FFI values diversity and is committed to equality of opportunity