

Role profile

Job title	Caledonian Pinewoods Partnership Project Manager
Reporting to	Trees for Life Head of Nature Restoration
Has reporting	None
Starting salary	Starting from £37,362
Job type	Full-time, permanent
Location	Findhorn, IV36, with considerable homeworking / flexibility
Additional requirements	N/A

Trees for Life

Trees for Life stands at the forefront of rewilding in the Scottish Highlands. Hopeful and bold, we are committed to creating nature-rich landscapes that include and support people. Working on a grand scale, we aim to close the gap between people and nature.

Focusing on Scotland's spectacular Caledonian forest, we foster biodiversity and encourage natural processes essential to life. From the iconic red squirrel to the elusive lynx, we are working to bring more life back to our landscapes.

Rewilding is a shared journey. Together with communities, we are restoring Scotland's natural and cultural heritage while supporting local livelihoods. Join us on this path of hope and positive action. Rewild the Scottish Highlands.

Dundreggan and the Rewilding Centre

Dundreggan is our 10,000-acre estate in Glenmoriston between Loch Ness and Skye. Since 2008, the estate has been transformed by Trees for Life and its volunteers into one of the best examples of forest restoration in Scotland. It includes a ground-breaking tree nursery and is where many volunteers come to take part in rewilding projects.

The Rewilding Centre opened in April 2023 and serves as a gateway to make Dundreggan, and the work being done here, making rewilding more accessible to a broader audience. It operates under the Enterprises arm of Trees for Life and is a commercial business.

The site includes an innovative visitor centre, a café, 40-bed accommodation, events and educational facilities. The Rewilding Centre welcomes visitors of all ages, interests and backgrounds to explore the natural, Gaelic and cultural heritage of the Highlands and be inspired by rewilding initiatives, including the restoration of the Caledonian forest.

Join the Trees for Life team!

Join our friendly, values-driven team, taking practical steps to rewild the Scottish Highlands. We offer competitive pay and benefits, flexibility, great working culture, and much more. We welcome applicants from all walks of life, with diverse backgrounds, cultures, perspectives, and experiences.

If you require any adjustments during our recruitment process, that would enable you to do as well as possible in the process, please let us know.

Don't meet every single requirement? That's okay. We're committed to building an inclusive team, and we know that skills and experience come in many forms. The right mindset, attitude, and potential to grow are just as important to us as ticking every box. If you're excited about this role, meet the core criteria and feel you can make a meaningful contribution – please apply.



Our values

Our values are at the heart of our mission to rewild the Scottish Highlands, guiding us in everything from the daily rhythms of office life to the development of our landscape-scale initiatives.

We are Bold

We are an ambitious charity with a critical purpose. For us, being bold means thinking about landscape restoration on a grand scale, embracing innovative rewilding methods and challenging the status quo. This approach ensures that every step we take is a bold stride toward a revitalised, thriving natural landscape.

We are Collaborative

Our approach, deeply rooted in community and collaboration, involves working closely with local communities, conservation groups, landowners, and volunteers. Finding common ground and working together we will initiate positive solutions to the twin climate and biodiversity crises.

We are Pragmatic

We embrace pragmatic and sustainable solutions in everything we do. We are always mindful of our duty to our supporters, our volunteers, our staff and above all to Scotland's wild forest. By adopting practical solutions, we safeguard our efforts and ensure a resilient future for our initiatives.

Overall purpose of the job

The Caledonian Pinewoods Partnership is a recently formed cross-sector collaboration involving NGOs, government agencies, landowners and their representatives. Communities and academic institutions. They have come together to work on the restoration of Scotland's unique Caledonian Pinewoods, a habitat that once covered much of the Scottish Highlands but is reduced to about 2% of its original area.

The Caledonian Pinewoods Partnership Project Manager will lead on the development and implementation of the Caledonian Pinewoods Partnership's strategy, as well as coordinating, supporting and developing the Caledonian Pinewoods Partnership. The role will be focused on the natural range of Caledonian pinewoods in Scotland but may eventually extend to cover pinewoods more generally.

Caledonian pinewoods are a habitat unique to Scotland and the natural home of Scot's pine – the national tree. They once covered much of the Scottish Highlands but are now mostly confined to 84 remnants. Many of these remnants are critically endangered due to over-browsing by deer. Others are threatened by invasive non-native trees such as sitka spruce and Rhododendron.

Recognising the plight of Caledonian pinewoods and following a conference about the habitat in 2024, a cross-sector partnership, involving NGOs, government agencies, landowners and their representatives, communities and academic institutions has been formed to enable strategic and coordinated action to restore the pinewoods.

This role will support the partnership in developing a strategy and action plan for pinewood restoration and then ensure its implementation. The work will include partnership facilitation and support, prioritisation and project management, negotiation and representation.

Key liaisons

Internal liaisons include Trees for Life Nature Restoration team, marketing and fundraising team, CEO.

External: Caledonian Pinewood Partnership members, Native Pinewood Managers, prospective partner organisations.

Scope, Accountability and Resources

The scope of this role involves facilitating and supporting the Caledonian Partnership members in developing and implementing strategy, ensuring effective communication and collaboration across cross-sector organisations. It will include promoting the partnership and its work to potential new members and funders and representing the partnership in relevant fora.

The role is accountable for the development and delivery of the Caledonian Pinewoods Partnership strategy and action plan, ensuring the effective management of the partnership and communication between partners and externally.

The successful candidate will be provided with all ICT equipment required. They will be the budget holder for the Caledonian Pinewoods Partnership.

Key responsibilities

Facilitate and support the Caledonian Pinewood Partnership (CPP)

- Coordinate regular meetings of the steering group and wider membership of the CPP and any associated working groups
- Undertake reasonable work generated by the CPP meetings and act as a point of contact to promote the Partnership.

Facilitate CPP members to further the objectives of the Partnership. Prioritise and evaluate activity with the CPP Steering Group

- Promote the strategy and action plan to restore Caledonian pinewoods:
- Identify opportunities to raise awareness of Caledonian pinewoods, the Partnership and the strategy.
- Prepare proactive and reactive policy statements to further CPP strategy and action plan aims.
- Represent the CPP at external fora and events relevant to strategy outcomes.

Facilitate the development and enable implementation of the CPP strategy and action plan with CPP members

- Facilitate the development of a partnership strategy to restore Caledonian pinewoods, built from previous work
- Develop an agreed action plan for Caledonian pinewood restoration
- Secure commitment and action from partnership members to deliver elements of the action plan that are relevant to them
- Collaborate and support CPP members in the development of their own work programmes and/or project development pipelines to help deliver the strategy
- Work with Trees for Life and other relevant CPP members to engage with other national and/or regional partners who can support or contribute to the work (including potential funders)

Budget Management

- Develop and manage the CPP budget
- Identify funding requirements and liaise with relevant partners on securing funds

Person specification

The successful candidate for the role will be:

- Knowledge of Caledonian pinewoods and the threats they face would be an advantage.
- Experience of project management is essential
- Experience of supporting and enabling complex partnership is essential
- Experience of negotiating and influencing stakeholders would be an advantage
- Excellent verbal and written communications skills is essential
- Personable and diplomatic character is essential
- Able to work to deadlines and tight timescales when required is essential
- IT literate, with good knowledge of Microsoft Office and Excel (Google Docs / Sheets)
- Must be organised and able to work under own initiative with minimal direct supervision
- Must be willing to attend the Findhorn Office while mainly remote working
- Requires a full clean UK driving licence

Knowledge and experience

Desirable:

- Experience in managing and navigating complex stakeholder relationships
- Managing the projects plan including schedule, budget, changes, and overall outcome
- Experience with critical path analysis, reviewing the sequence of activities that determines the duration of a project, able to identify barriers, removing them to ensure deadlines are met.
- Confident dealing with uncertainty, always planning for every possible contingency, but when uncertainty inevitably arises, stay calm, focused making decisions on the information available.

Personal attributes

- Have an open mind, as a project manager your able to be flexible and adapt to assure the projects success.
- Excellent time management skills, able to manage multiple tasks effectively, establishing priorities, setting deadlines working to a project plan that liaises with multiple stakeholders.
- Positive attitude with the ability to build and maintain trust, building strong working relationships with our partners.

Skills and competencies

- Understanding project management, being proactive and planning for potential challenges, minimizing any impact of unexpected developments.
- Able to set clear boundaries and expectations from the beginning, ensuring all stakeholders agree with what is and isn't included in the project, following specific governance processes when any changes are proposed for the project.
- Effective management of available resources to balancing the resources against the project's needs and budget.
- Strong milestone management skills, identifying milestones, setting target dates, monitoring progress, ensuring that milestones are realistic and achievable, aligning them with the project's objectives.