



# Sustainable Farming Officer - Scotland

## Role Profile

<b>Job Title</b>	Sustainable Farming Officer - Scotland
<b>Working Days</b>	3 or 4 days a week (negotiable)
<b>Length of Contract</b>	Fixed-term contract until July 2027, with the possibility of extension subject to funding
<b>Salary</b>	Pro rata of £30,000 FTE (£18,000–£24,000 depending on hours worked)
<b>Place of Work</b>	Home working in Scotland with travel for meetings, events and farm visits
<b>Closing Date</b>	Noon 14th May
<b>Interview Date</b>	21st, 22nd May
<b>To apply fill in application at: <a href="https://forms.gle/P7kEn967bYnWs9o39">https://forms.gle/P7kEn967bYnWs9o39</a></b>	

## Job Description

We are seeking an organised, enthusiastic and proactive individual to develop and coordinate NFFN Scotland's Knowledge Exchange (KE) programme of activities. The successful candidate will have a sound understanding of Scotland's farming and crofting sectors, strong organisational and communication skills, and the ability to build relationships and inspire change. This role involves working closely with farmers, crofters, partner organisations, and the NFFN team to deliver a programme of impactful events, grow the network, and support knowledge sharing to accelerate the adoption of nature friendly farming practices. The role is funded until July 2027, but we hope to work with the right candidate to develop strategic plans to grow and sustain our knowledge exchange programme permanently.

## Key Responsibilities

### Knowledge Exchange (KE) & Events Coordination

- Plan, deliver, and evaluate an engaging KE programme including on-farm visits, workshops, webinars, and discussion groups, aligning topics with wider NFFN Scotland priorities, working alongside the NFFN Scotland Manager.
- Develop and share impactful case studies in collaboration with farmers and crofters.
- Build an annual events calendar for NFFN Scotland, including conferences and agricultural shows.
- Lead NFFN Scotland's presence at key agricultural and rural events.
- Work with the Scotland Manager to shape the future strategic direction of NFFN Scotland's KE programme.

### Outreach & Engagement

- Support efforts to grow the network's farmer, public, and organisational membership.
- Strengthen existing partnerships with relevant organisations and networks.
- Establish new collaborative relationships to broaden the reach and impact of the KE programme.
- Coordinate joint activities and shared communications with partners where relevant

### Monitoring, Evaluation & Reporting

- Monitor and evaluate the success of KE events to inform future planning and improve outcomes.
- Maintain accurate records of engagement, feedback, and learning from events.
- Contribute to regular reporting for the NFFN Board and funders.

### Internal Coordination

- Work closely with the Scotland Farmer Steering Group to shape KE priorities and identify event hosts and contributors.
- Support the planning and delivery of the Steering Group's monthly meetings, and strategic plans.
- Manage budgets for KE events and agricultural shows.
- Contribute to monthly financial forecasting and invoicing.
- Support the development and submission of funding applications to sustain and expand KE activities.
- Support continual improvement of internal systems, including file management, CRM, and project planning.
- Provide flexible support to the wider NFFN Scotland team as required.

## Key Contacts and Working Relationships

- NFFN Scotland Manager
- NFFN Scotland Chair and Vice Chair
- NFFN UK Head of Policy
- NFFN UK Policy and Knowledge Exchange Team
- Farmers and Crofters
- NFFN Communications team
- NGO Partner Organisations

## Personal Specifications

### Essential Qualifications

- Educated to degree level or equivalent, and a minimum of 3 years' experience relevant to the role **or** a minimum of 5 years' experience working in the agriculture sector
- Full clean driving licence

### Essential Skills

- Strong understanding of farming and crofting in Scotland, including practical knowledge of agricultural systems.
- Familiarity with Scotland's current agricultural policy and its implications for nature and climate.
- Experience planning and delivering events, ideally with a focus on knowledge exchange or stakeholder engagement.
- Excellent communication and interpersonal skills, with the ability to engage and inspire diverse audiences.
- Highly organised with strong project coordination skills and attention to detail.
- Ability to work both independently and collaboratively as part of a small, dynamic team.
- Willingness to travel across Scotland and work occasional evenings or weekends as needed.

### Desirable qualifications skills knowledge and experience

- Experience working with farmers, crofters, or rural communities.
- Experience managing budgets and contributing to funding applications.
- Knowledge of stakeholder engagement in agricultural, environmental, or policy contexts.
- Experience of organisational strategy development.