

## JOB DESCRIPTION

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**JOB TITLE:** Communications Officer  
Appin Rainforest Regeneration Project (ARRP)

**REPORTING TO:** ARRP Project Manager

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### OVERALL PURPOSE OF JOB AND MAIN DUTIES

The Appin Rainforest Regeneration Project is a community-led heritage project working to promote the regeneration, protection, and long-term sustainability of Atlantic rainforest across the Appin area. Atlantic rainforest is one of Scotland's most internationally significant and threatened natural heritage assets.

In its early stages the project is working to improve woodland condition and biodiversity through invasive species control and improved deer management. In the longer term it is envisaged that work will also include active habitat improvement. Central to the project is meaningful community involvement, partnership working, and the sharing of skills and learning. The project contributes to wider regional and national efforts to restore Atlantic rainforest, including collaboration with the Alliance for Scotland's Rainforest and other projects across western Scotland.

### Role Purpose

The Communications Officer will play a key role in ensuring that the heritage value of the Appin Rainforest Regeneration Project is well understood, widely shared, and accessible to diverse audiences. The postholder will lead on communications and engagement activity designed to deliver outcomes for Appin's heritage, people, and community, helping to demonstrate impact, share learning, and build long-term support for the control of invasive species and improved deer management.

### Key Responsibilities

#### Communications Planning & Delivery

- Develop and deliver a communications and engagement plan that promotes and supports project objectives, including the use of both traditional and social media channels
- Prepare and place press releases, news stories, and project updates to raise awareness of the project and its social, economic and environmental outcomes, liaising with local, regional, and national media
- Produce high-quality written and visual content for newsletters, websites, social media, interpretation, and reports
- Ensure clear, consistent messaging that highlights the significance of Atlantic rainforest as a natural heritage asset including species, habitats, and traditional land-use relationships
- Present deer impacts and deer management in a balanced, accessible way that supports understanding and informed discussion
- Promote opportunities for people to engage with the project through volunteering, events, training, and learning activities
- Deliver inclusive and accessible communications that encourage participation from a diverse range of people

## Partnerships & Networking

- Support partnership working between Appin Forest Services and Appin Community Development Trust
- Support partnership working with other Atlantic rainforest and community woodland projects across western Scotland, identifying opportunities for collaborative communications, shared learning, and joint heritage initiatives
- Act as a key communications link with the Alliance for Scotland's Rainforest, contributing updates, shared content, and case studies

## Monitoring, Reporting & Compliance

- Contribute communications content to monitoring and evaluation reports prepared for key project funders
- Gather evidence of outcomes, including participation, learning, and engagement
- Ensure all communications meet branding, accessibility, and funder acknowledgement requirements

## Key Links

ARRP Project Manager  
ARRP project team  
Alliance for Scotland's Rainforest team and projects  
Local media contacts

## Other Contacts

AFS Board members  
Project funders  
ARRP volunteers  
Appin school  
Appin landowners

## Location

The Communications Officer will be based at home

## Remuneration

Employed salary £28,000 p.a. pro rata plus optional employer's pension contribution of 3%

## Hours of Work

2 days a week (14 hours)

Occasional evening/weekend work will be required

## Contract Period

The post has funding confirmed for the period April 2026 to end March 2028. The post will then continue as a permanent position subject to funding availability.

## Notice Period

Four weeks by either party.

## Equipment

A computer and printer will be supplied for use to deliver the activities of the post. Software costs will be met for agreed purchases.



## Person Specification

### Essential

- Proactive, creative, and well-organised
- Experience in a communications role
- Excellent written and verbal communication skills, with the ability to adapt content for different audiences
- Experience managing digital communications platforms
- Strong organisational skills and the ability to manage multiple priorities

### Desirable

- Experience working on publicly funded projects
- Knowledge of Scotland's Atlantic rainforest, woodland heritage, and/or deer management
- Experience of partnership working and network participation
- Skills in photography, design, video, or storytelling

### Personal Attributes

- Ability to work collaboratively within a team and with communities, partners, and funders
- Commitment to heritage protection, inclusion, and community benefit
- Confident and sensitive communicator, particularly around complex land management issues
- Enthusiastic about sharing learning and supporting long-term legacy

## HOW TO APPLY

Please send your CV and supporting statement explaining why you are interested in the role and why you feel you are a suitable candidate to Victoria Kynaston [victoriasevers@hotmail.com](mailto:victoriasevers@hotmail.com) by 5pm on Saturday 18 July 2026

Shortlisted applicants will be invited to interview on Wednesday 5 August 2026

For more information, please contact Victoria Kynaston 07961 524553 [victoriasevers@hotmail.com](mailto:victoriasevers@hotmail.com)