



Conservation Officer: Loch Fly Recruitment Pack

Hours: 30 hours per week

Contract Type: FTC until 31st Decemeber 2026

Salary: £26,019.24 per annum pro rata (£32,524.05 FTE)

Location: Scotland-wide

About Us

Buglife is the only charity in Europe dedicated to the conservation of all invertebrates. We are actively working to save our planet's rarest little animals, everything from bees to beetles, worms to woodlice and jumping spiders to jellyfish.

For almost 25 years, we have worked tirelessly to save the small things that run the planet. Invertebrates are vitally important to a healthy planet – humans and other life forms could not survive without them. The food we eat, the fish we catch, the birds we see, the flowers we smell and the hum of life we hear, simply would not exist without bugs. Invertebrates underpin life on earth and without them the world's ecosystems would collapse.

Buglife's mission has never been more important. The results from our Bugs Matter survey show that the number of flying insects sampled on vehicle number plates, across the UK, has fallen by a staggering 63% between 2021 and 2024. The consequences of this have the potential to be far-reaching, not only impacting the health of the natural world, but affecting so many of the essential services that nature provides for us.

Our aim is to halt the extinction of invertebrate species and to achieve sustainable populations of invertebrates.

Our work spans many areas of focus including restoring nature, species recovery, education and awareness raising, campaigning and saving important invertebrate sites from development.

For a small charity, we make a big impact and work across the UK, Europe and internationally. Some of our biggest

achievements to date include:

- Issuing the [Bristol Declaration](#) on insect declines, supported by over 80 organisations and high-profile individuals.
- Establishing our award-winning [B-Lines](#) initiative, which aims to create and restore at least 150,000 hectares of connected wildflower-rich habitats across the UK, with over 500 hectares delivered by our projects alone so far.
- Successfully campaigning to have [neonicotinoid pesticides](#) banned across Europe.
- Fine-scale mapping of 70 [Important Invertebrate Areas](#) across the UK, allowing us to better understand where our most threatened species and assemblages live.
- Establishing 22 river monitoring groups across Scotland and delivering training to over 700 people as part of our [Guardians of our Rivers](#) project.

Explore more of our work here:
buglife.org.uk/our-work/

“

Saving the small things that run the planet

”



Red Mason Bee (*Osmia bicornis*) © Ed Phillips

About You

We're looking for someone who is passionate about freshwater ecology and the conservation of Scotland's wildlife, with a particular interest in the fascinating world of invertebrates. You'll bring knowledge of freshwater invertebrate ecology and a genuine enthusiasm for sharing that knowledge with others, whether that's through workshops, community events, presentations or working directly with volunteers.

You'll be confident building relationships with communities and partners, and comfortable bringing people together to take part in citizen science. You'll also be organised and self-motivated, able to manage your own workload, gather and analyse information, keep accurate project records and turn your findings into clear reports and recommendations.

We're particularly interested in someone who can bring their own area of expertise to the project, alongside a good understanding of freshwater ecology and conservation. Experience of project development, funding applications or bid writing would be an advantage, as the pilot will help shape the future delivery of Lochfly across Scotland.

This is an exciting opportunity to join the project at an important stage. As this is an unexpected vacancy, we are keen to appoint someone who is available to get started as soon as possible and ready to make an immediate contribution.

Most importantly, you'll be enthusiastic, collaborative and motivated by the opportunity to help people understand and protect Scotland's freshwater environments – and the small creatures that make them work.

As this vacancy has arisen unexpectedly, we're keen to appoint someone who is available to start on 1 October 2026, or as soon as possible thereafter.



Marbled White (*Melanargia galathea*) © Buglife

Job Profile

Overview

Job Title: Conservation Officer - Lochfly

Department: Conservation

Reports to: Assistant Manager Scotland

Location: Scotland-wide

Contract Type: Fixed-term Contract until 31 December 2026

Hours: 30 hours

Job Purpose

- The post holder will conserve freshwater invertebrates and their habitats by inspiring, influencing and supporting others. Individual work plans are set according to project delivery, organisational strategy, funding available, skills of the officer and opportunities that arise.
- This role may include: partnership working; developing and delivering innovative ideas; working with local communities; managing volunteers; public relations; financial management and teamwork.
- The breadth of work will involve a range of habitats and species within and around aquatic habitats. The post holder is expected to have their own area of interest and specialism but demonstrate a broad knowledge of invertebrate ecology.

Key Responsibilities

- Map out suitable sites for the pilot study. and gain site access permission if needed
- Recruit volunteers and organise Lochfly workshop sessions.
- Data analysis and reporting to funders and partners.
- Budget management.
- Supervise volunteers and contribute to their recruitment as appropriate.
- Communicate with landowners and land managers.
- Maintain effective financial records and timesheets in relation to own project work.
- Educate others through public outreach, talks, seminars, training and development, walk-and-talks, workshops, development of educational materials, relationship building and use of social media.



Evarcha falcata © Darren Bradley

Job Profile

Key Responsibilities

- Respond to public enquiries professionally and in accordance with Buglife procedures.
- Act as a strong team member internally and externally to deliver against the Buglife strategy.
- Prepare media releases, produce promotional material, publicise events and give media interviews when requested.
- Build and maintain external relationships which secure future and current project success and the future growth of Buglife.

External Communications

- Confident communicator, able to speak to a wide range of audiences online and face-to-face to a high standard. Able to write clear and informative articles, leaflets and briefing materials.
- Ability to collate and present information from a variety of sources.
- Potential to work with television, radio and online to promote issues and activities.
- Able to develop and maintain external partnerships, including with organisations and members of the public.

People Management

- Supervise volunteers and contribute to their recruitment as appropriate.
- Manage the Health and Safety of self and any direct reports or volunteers.
- Comply with legislation related to wildlife and the operation of charities and businesses and adhere to internal policies.

Decision Making

Responsible for making routine decisions about work programme.

Dimensions

Provides guidance to other staff.

Main Interfaces

Landowners / managers, other NGOs, statutory agencies (e.g. Scottish Environment Protection Agency), local authorities, members of the public, media.

Other Relevant Factors

Having a base but with regular field work elsewhere. Occasional longer hours and attendance at meetings and events outside normal working hours including weekends, sometimes working away from home for periods of more than one day or undertaking longer distance travel.



Dung beetles © Jose Ramon Polo

Person Specification

Qualifications/Skills/Knowledge/Experience

- Knowledge of a range of freshwater invertebrate groups.
- Demonstrable dedication to protecting the environment and conserving wildlife.
- Good level of freshwater ecological knowledge and understanding of conservation issues.
- Team player with a confident and persuasive manner.
- Self-motivated and well organised, able to plan and prioritise workload and meet deadlines.
- Excellent written communication skills, including collating information, report-writing and producing information resources.
- Excellent oral communication skills, including delivering presentations and workshops.
- Experience of raising public awareness of wildlife and environmental issues.
- Experience of organising events and involving the public in projects.
- Some botanical knowledge.
- A full, current driving licence and access to a vehicle would usually be required.



Applying for the role

Recruitment Process

At Buglife, we are committed to fostering a diverse and inclusive workforce. We encourage applications from individuals of all backgrounds, especially those underrepresented in the charity and conservation sectors.

Our recruitment focuses on skills, qualifications, and experience, ensuring equal opportunity for all. We also welcome discussions about flexible working and support those returning to employment after a career break.

Your application will be reviewed by the hiring team for the role.

Please submit your application here.

Key Dates

Applications for this role will close on 23 September 2026

Due to the volume of applications we receive, we may close this vacancy early. It is therefore advisable to apply as early as possible if you would like to be considered for this role.

Interviews will be held on 24 - 25 September 2026

If you have any questions or need further information, please contact:

recruitment@buglife.org.uk



Applicant Privacy Summary

We collect and process your personal data (such as your CV, application details, and interview information) to assess your suitability for the role and manage the recruitment process. In some cases, we may also collect limited information from publicly available sources (such as LinkedIn) where relevant to recruitment.

We process your data on the basis of our legitimate interests in recruiting suitable candidates, and to comply with legal obligations where applicable.

If your application is successful, we may also collect additional information such as references and evidence of your right to work in the UK.

We may share your information with relevant staff involved in recruitment and, where appropriate, external stakeholders involved in the recruitment process (such as interview panel members from partner organisations involved in the project), as well as third-party providers supporting pre-employment checks.

We retain your data for up to 6 months after the recruitment process ends. During this time, we may contact you about similar roles within the organisation. After this period, your data will be securely deleted.

You have rights in relation to your personal data, including access, correction, and in some cases the right to object to or restrict processing, or request deletion. You also have the right to raise concerns with the Information Commissioner's Office.

If you have any questions about how your data is handled, please contact: recruitment@buglife.org.uk

Buglife Benefits

At Buglife, we believe in valuing people—recognising that our greatest asset is the passion, integrity, and empathy our team brings to the mission every day. We've built a culture that's relaxed and friendly, where people genuinely care about invertebrates and each other. We trust our staff to manage their own time and work in ways that suit them best, whether that's flexible start and finish times, compressed hours (such as a 9-day fortnight), or working remotely, in the field, or from one of our offices across the UK. We provide all the tools and equipment you need to do your job well, wherever you're based.

Beyond the practicalities, we offer enhanced and generous sick pay because we know that looking after our people means looking after their wellbeing when they need it most.

Our benefits package reflects our commitment to supporting a healthy work-life balance and enabling you to do your best work for invertebrates.

Annual Leave: 23 days rising to 28 after three years' service, plus bank holidays and paid business closure between Christmas and New Year (pro rata for part-time roles).

Wellbeing Wednesdays: A half-day of additional leave on the last Wednesday of each month to focus on wellbeing – whether that means getting outdoors, relaxing, or simply catching your breath.

Employee Assistance Programme: 24-hour access for you and your immediate family to confidential telephone counselling and our wellbeing app, Spark.

Pension: Up to 8% employer pension.

Learning and Development: Comprehensive training package for all staff.

Life Assurance: Life assurance cover from day one of employment.

“

Whatever role you want to apply for, whether it be fundraising, finance, or conservation, you will be contributing to saving the natural world.

”



Common Blue (*Polyommatus icarus*) © Claire Pumfrey



Conservation Officer - Loch Fly Recruitment Pack

Hours: 30 hours per week

Contract Type: Fixed-term contract until 31 December 2026

Salary: £26,019.24 per annum pro rata (£32,524.05 FTE)

Location: Scotland-wide

If you have any queries please contact:

Rebecca Lewis, Scotland and Northern Ireland Manager
rebecca.lewis@buglife.org.uk

 buglife.org.uk

 0300 102 7375

Find us on:

