
Solway Coast and Marine Project (SCAMP) Saltmarsh Professional Intern Vacancy pack

This pack contains all the information you need to apply, including:

Useful Information

Details on our Diversity Policy statement, how we use CVs, shortlisting and employment checks and UK Identification requirements

Applicant letter

Details on how to apply plus closing date and interview date(s)

Job description

A breakdown of the vacancy, including the purpose of the job, requirements, duties and responsibilities

Person specification

A list of criteria that potential candidates should aim to meet

Organisation information

Details of the organisation advertising the post

Application Form

Word version

Applicants should complete electronically and return by e-mail

Useful Information

Diversity Policy Statement

The Partnership aims to ensure that all staff, volunteers, partners, clients, contractors, members and the general public are treated fairly. Unless it can be shown to be justified, this will be regardless of sex, sexual orientation, gender re-assignment, marital or civil partnership status, race (including colour, nationality, ethnicity, or national origin), disability, medical status, age, religion or belief, political opinion, social or economic status, or ex-offender status.

Use of Curriculum Vitae (CVs)

Our policy is to recruit and employ our employees on the basis of their suitability for the work to be done. An application form allows us to compare individuals based on like for like information and as such we do not accept a CV unless accompanied by a fully completed application.

Shortlisting

Solway Firth Partnership is an equal opportunities employer and we are committed to ensuring all applications are treated fairly. Applications are sought only from those eligible to work in the UK in the first instance.

All applications are subject to our shortlisting process where we only assess information provided against the Person Specification. If you are shortlisted we will contact you and invite you to attend an interview. You will also be advised at this point if there will be any skills test, presentations etc.

Employment Checks

All offers of employment are made subject to the following criteria:

Proof of eligibility to work in the UK, Proof of Residency, Satisfactory Employment Health Check, Two references satisfactory to the Partnership and where required a Satisfactory Criminal Records Bureau Check.

Dear Applicant

Solway Coast and Marine Project – Landscape Connections (SCAMP) – Saltmarsh Professional Intern, £37,000 pro rata (Full-time post, 6 months fixed term or to 31st March 2027)

Thank you for your enquiry regarding our advertised vacancy. An application form is enclosed, together with a job description, person specification and other background information about Solway Firth Partnership. If you require any further information about this post please contact me.

Please complete the enclosed application form electronically. Please refer to the person specification when completing the form. Your completed application form should clearly describe how you meet each of the criteria that have been identified as being necessary for this post as this will form the basis of shortlisting candidates. If you enclose a CV, it may be referred to for supplementary information, however, please ensure that all the questions asked on the application form are fully answered.

We take all practicable steps to protect the safety and welfare of children or vulnerable adults while they are in contact with Solway Firth Partnership and have a Child Safety and Welfare Policy that supports this. If the post you have applied for involves unsupervised access to children or vulnerable adults further checks will be carried out. We will also confirm your eligibility to work in the UK prior to appointment.

Completed forms should be returned to me by email to info@solwayfirthpartnership.co.uk.

The closing date for receipt of completed application forms is **9am on Thursday 10th Sep 2026 with interviews being held on Tuesday 22nd Sep**. The postholder is likely to start employment 1st October 2026.

Thank you for your interest in employment with Solway Firth Partnership. As a charity, we try to keep our administrative costs to a minimum and therefore you will only be contacted if we wish to progress your application. We will endeavor to advise you if you have not been shortlisted. However, if you have not heard from us by **Monday 14th Sep**, you should assume that your application has been unsuccessful on this occasion.

We look forward to receiving your application in due course.



Jenna Cains
Partnership Manager



Job Description

Job Title:	SCAMP – Saltmarsh Professional Intern
Project:	Solway Coast and Marine Project
Location of Job:	It is expected the intern will largely work from home but office space will be available within SFP's Dumfries office. Field work will be across the D&G SCAMP project area.
Post holder reports to:	SFP Partnership Manager
Hours:	35 hours / week, flexible working (Full-time post, fixed term until 31/03/27)

Overall Purpose of the Job:

Solway Coast and Marine Project – Landscape Connections (SCAMP) is an ambitious coastal and marine nature restoration project, seeking to restore the coastal and shallow sea habitats of the Solway, along the entire 210 miles of the Dumfries and Galloway Coastline from Gretna to the Rhins of Galloway.

SCAMP plans to explore initiatives to enhance and restore biodiversity and habitats, both underwater and along the coast. It will support communities to adapt to the effects of climate change, be more resilient to predicted sea level rise, and gain sustainable economic and social benefits.

SCAMP is currently focusing on 6 key habitats, native oyster reef, seagrass meadows, saltmarsh, sand dunes, coastal burns and woodland.

The focus of this internship is to progress the development work on our saltmarsh strand. Early stage scoping, landowner engagement and feasibility work has already been undertaken to identify suitable areas for restoration interventions, however we now need to move to detailed design and costings to enable these projects to be part of our National Lottery Heritage Fund Delivery stage application in late spring 2027. The detailed technical work will be completed by consultants, but we need a suitably qualified and competent individual to develop the consultants brief, manage the procurement process and supervise the contract. The intern will work closely and collaboratively with the wider SCAMP National Lottery Heritage Funded Project led by Dumfries and Galloway Council to achieve this.

Main Duties:

The key elements of the SCAMP Saltmarsh Professional Intern post will be to:

- Liaise with the landowners of the two salt marshes currently identified for their restoration potential and get a clear understanding of their needs and how they can be incorporated into a future project. Liaise with the landowners at all points during the process.
- Develop a set of tender documents that will propose a final restoration design, ready for implementation in the delivery phase of SCAMP. This design must include landowner requirements and be cost effective. The design will take into context the wider ecology of the area, the hydrology of the area, the likely impact of future climate change, especially sea level rise.
- Facilitate the tender process, including through Public Procurement Scotland, appointing the contracts, identify specialisms required and ensuring that the successful contractor can meet them.
- Manage the consultants ensuring that deliverables are achieved and within prescribed time limits; at all points making sure there is good face to face liaison with the landowners. Oversee the final design ensuring high quality work and ensuring that this meets landowner expectations.
- Distil the results of the tender into a written element of the final delivery plan for SCAMP, maximising the wider skills available across the SCAMP partnership. Co write the saltmarsh plan for delivery for the NLHF SCAMP – Landscape Connections programme.

Personal qualities, skills and experience

The Intern will have experience in saltmarsh restoration and/or expansion, specification development, procurement processes, contract management, landowner liaison and project development.

1. The Saltmarsh Professional Intern will have experience in project management and technical hydrological expertise which can be adapted to saltmarsh restoration and expansion.
2. The Saltmarsh Professional Intern will be an enthusiastic, positive and self-motivated person who takes a pride in the quality of their work, capable of working on their own and managing a small team.
3. Demonstrable knowledge of marine and/or coastal environments, hydrology, saltmarsh and or wetlands.
4. Experience procuring consultants, experts and other contractors to undertake environmental restoration, feasibility, monitoring, assessment, research, or any other

work required.

5. The role will require extensive work with partners and stakeholders covering landowners, partner organisations and the Local Authority. Confident networker with partners, stakeholders and local community groups.
6. This role requires excellent organisational and time management skills with flexibility, adaptability and the capacity to multi-task.
7. Excellent IT skills with the ability to use a variety of software and programmes including GIS systems.
8. A calm approach with evidence of problem-solving abilities.
9. Awareness of Health and Safety responsibilities at an individual and organisational level.
10. The post holder will have a full driving licence and access to a vehicle.

Post criteria

Essential

- A relevant higher education qualification.
- At least 2 years relevant experience – demonstrating ability to achieve agreed outputs and outcomes to specifications
- Experience of writing, formatting and proof reading complex documents to a high standard and with careful and accurate attention to detail.
- Excellent organisational skills and the ability to work flexibly and independently within a small team, bringing fresh ideas to the job.
- Excellent understanding of natural systems, management and restoration of habitats such as salt marsh, peatland, wetland or another relevant habitat.
- Excellent interpersonal skills
- Competence with MS Office packages including MS Word, Excel and PowerPoint
- Full driving licence and access to a vehicle

Desirable

- Understanding of the SCAMP Landscape Connections project and its aims & ambitions.
- Knowledge of the social, economic and environmental issues associated with the Solway Firth and of organisations involved in the management of the area.
- Knowledge of funding and reporting requirements.
- Competence with GIS and Database use

Key competences

- Enthusiastic, positive and self-motivated person who is aware of personal strengths and takes pride and responsibility for performance at work; responsive to constructive feedback.
- Responsible for personal behaviour and is accountable for own actions.
- Outgoing individual with the confidence to communicate with a wide range of people with a variety of interests.
- Engages and is credible with stakeholders; communicates clear and creative ideas that meet the needs of a range of audiences, ensuring objectives and outcomes are achieved.

For further information regarding the post please contact: Jenna Cains, Solway Firth Partnership Manager, 07462 664384 or info@solwayfirthpartnership.co.uk

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