JOB DESCRIPTION
Dune Resilience Project Coordinator -Phase 2
(funded by Nature Restoration Fund)
temporary part time post 40 days @ £150 per day
to be worked flexibly on a self employed basis between 1 Mar and 30 Oct 2026 (8 months)
Further work may be available if funding is secured

Nairn Improvement Community Enterprise (NICE) is an independent member led community development trust and registered charity which was incorporated in 2010 to:

'promote the improvement and regeneration of the town of Nairn and its surrounding areas for the benefit of the Community and the maintenance and improvement of the physical, social and economic infrastructure of the Community, following the principles of sustainable development.'

In 2015 NICE facilitated community consultation to develop **Nairn's Town Centre Plan**
In 2018 NICE worked closely with the Highland Council and Association of Nairn Businesses to set up **Nairn BID(Business Improvement District**).
In 2024 after a year of intensive public consultation, NICE as 'lead community body' with support from Highland Council and Planning Aid Scotland, brought together the views of local community groups, residents, employers, and others with interest in the area, to publish **'Our Nairnshire' community led Local Place Plan.** This sets out how local people want local land and buildings to be managed and developed in the future with 5 clear priorities for action **Sustainable Future, Jobs and Business, Getting Around, Towns and Village Centres, Green Spaces and Leisure.** The first and last themes are particularly relevant to this project which will be carried out on and adjacent to Nairn Common Good land.

Project Aims (see Dune Resilience Project Briefing Sheet and FAQs for more information)

1. Improve dune resilience as a natural barrier to protect Nairn Links and Fishertown homes and businesses from storm surges and high tides due to sea level rise caused by climate change
2. Reduce coastal erosion along Nairn's Central Beach (from 'groyne' behind Strathnairn Cafe to Sanddancer restaurant). Early intervention through small scale community led work may help reduce reliance on large scale artificial interventions.
3. Removal of invasive species, and restoring of native dune habitat-eg Marram and Lyme grass and kidney vetch- for the endangered Small Blue Butterfly to thrive
4. A collaborative community project, engaging volunteers and community councils and other local interest groups in collective action.

Key Project Activities (phase 2 -2026– funded by Highland Council's Nature Restoration Fund)

- A project coordinator will be employed by NICE and will work closely with local organisations including Highlands & Islands Climate Hub, Green Hive, Nairn BID, Butterfly Conservation, RSPB and local community councils and be supported by a working group of key stakeholders
- The planting of marram grass to strengthen the dune system and removal of scrub/invasive species to build coastal resilience as identified by the Highland Council commissioned 'Dynamic Adaptive Pathways' report on coastal erosion for Nairn. This report outlines the need to build dune resilience to reduce coastal erosion on Nairn's central beach (identified in the report as Nairn West Beach)
- Phase 2 will build on 2025 pilot work, by focussing conservation activities on 2 new sections of Nairn Central Beach Dunes – exact locations to be confirmed after an initial assessment of any further coastal erosion during winter 2025/26
- The 2 areas currently proposed for scrub clearance and replanting (still to be confirmed) are: to east of Nairn Central beach (the coastal strip closest to beach near the Sundancer restaurant) and the western end behind Marine Cottages, and Strathnairn Café/Splashpad which is the narrowest and most vulnerable section of Nairn's remaining dune system. It will be necessary here to regenerate the lost dune ecosystem by removing some turf (with Council amenities team support) to expose natural sand before replanting with native marram and lyme grass.
- As with the pilot project it is envisaged that an open fence barrier will be erected around the planted marram grass to help new plants to establish without excessive human footfall.
- The project coordinator will work onsite with community volunteers, project partners and local interest groups, including schools, to achieve project outcomes
- Onsite training will be conducted on planting marram grass and professional specialists will be required to advise on areas to plant including Highland Council Flood Team. The local Council amenities team will also be involved in supporting on site work and will be briefed on future maintenance of the dunes for the longer term

The Job – NICE Dune Resilience Project Coordinator

NICE seeks a part time Project Coordinator for immediate start, to coordinate and deliver collaborative community led project work (as detailed above) in partnership with the Highland Council and other local partners including Nairn BID and local conservation bodies and community groups

A Nature Restoration Fund Grant from Highland Council will support 40 days work for the Project Coordinator paid at £150 per day to be worked flexibly to meet project needs between early March and end October 2026. Notice will be one month, either way. This is a freelance appointment for a self-employed contractor. Monthly timesheets to be submitted to NICE for payment.

Main outputs of this work will comprise

- 12 volunteer work parties on site to clear scrub and replant marram grass.
- 6 onsite conservation briefings/action learning sessions with project partners, community volunteers, school pupils
- 2 onsite biodiversity and conservation briefing sessions for THC amenities team
- Commissioning and oversight of contractors as required to erect fencing and signage, to remove roots and chip and remove scrub from site

This is an opportunity to play a key role in helping Nairnshire communities to meet the challenges of the climate emergency and set the agenda for local community led collaborative action on this key Local Place Plan theme over the next ten years. This volunteer supported project will build on the success and popularity of the 2025 pilot Dune Resilience project by continuing to engage local residents and community bodies to contribute hands on to securing a sustainable and resilient future for this area.

As other funding comes on stream for community led collaborative work to deliver Our Nairnshire Local Place Plan priorities (particularly under the Sustainable Future theme) we are hopeful that there will be more work available for interested candidates beyond October 2026

The Dune Resilience Project Coordinator will be responsible to the Board of NICE and overseen by a collaborative project working group which will include representatives from the Highland Council, local community bodies and business community (Nairn BID).
Duties will include:

- Working with the NICE Board, the LPP steering group, local community groups and other contracted staff and volunteers to deliver project outputs in compliance with Nature Restoration Fund requirements
- Liaising with Highland Council officers and others to commission specialist contractors to help deliver the coastal resilience work required
- Scheduling, organising and facilitating volunteer workdays
- Recruiting and overseeing volunteers to assist in project activity with support of NICE and other project partners. This will include preparation of risk assessments for key tasks.
- Regular reporting on project progress to NICE Directors and project working group, including agreeing a project plan, with a timeline and risk register.
- Supporting project communications by supplying content for webpages and other local media and liaising with the public to raise awareness of the Dune Resilience project and its role in delivering on the Sustainable Future theme of Our Nairnshire Local Place Plan
- working with NICE directors to explore future business plans and funding opportunities which may develop from this pilot project for local community partners (including feeding into development of a 'Sustainable Nairnshire' strategic plan

What are we looking for?

- A 'self starter' who is well organised, who can get things done and is able to take on responsibilities and to work with minimal supervision.
- A people person, with a positive, friendly approach, who can win the trust and engagement of the community, young people, local organisations and businesses and demonstrate an ability to educate and inspire
- The post holder should be familiar with the Nairnshire and Moray Firth Area, should live in or close to the area and show some understanding of the challenges the area faces.
- Experience of working on community projects and partnership working including the management of volunteers
- A strong interest in, and knowledge of environmental issues and climate change action and ability to learn quickly on the job about how these topics apply to Nairnshire.
- Some prior knowledge of ecological processes and biodiversity also useful
- Experience of project management and monitoring plus some knowledge of local government structures, third sector organisations and funding sources
- A good listener who can express themselves clearly and concisely on paper and in speech.
- An ability to set and meet deadlines, and work flexibly, including some evenings and weekend days.
- Access to own transport helpful but not essential - equally important to show commitment to active travel and use of public transport where possible as a guiding principle of Our Nairnshire Local Place Plan.
- The ability and confidence to liaise professionally with a range of agencies both public and private, and community representatives and build collaborative working relationships

Candidates should apply online to duneresilience@niceairn.org.uk on the application form supplied stating their experience relevant to the job description and explaining why they are interested in this work. A CV may also be supplied

Deadline for applications is Wednesday 25th February at 5pm, with **interviews to be held as soon after that date as possible for immediate start early March** subject to references.