



Programme Lead - Job description

About Treth

Treth is a community-led coastal environment project bringing people together to improve beaches, coastal paths and seabird habitats through practical environmental action, creative engagement and local learning.

The project responds to growing concern around coastal pollution, litter, habitat loss and the impact of environmental change on seabirds and marine ecosystems. Participants will engage in nature-based activities that improve local coastal spaces while building confidence, environmental knowledge and stronger community connections.

Terms

July to September 2026

£15-18 per hour, depending on experience | 100 hours

Application Deadline: Midnight 31 May 2026 | Interviews: 8th & 9th June 2026

Based remotely with occasional days in the Office in Penryn

Project Aim

To connect local people with Cornwall's coastal environment through practical action, creative activity and environmental learning.

Project Objectives

1. Environmental Improvement

- Improve beach and coastal habitats for seabirds
- Reduce litter, plastics and harmful debris
- Support safer nesting conditions for ground-nesting birds

2. Community Participation

- Engage people experiencing social or economic disadvantage
- Increase access to environmental activity
- Build community ownership of local coastline

3. Education & Awareness

- Increase understanding of coastal ecology and seabird protection
- Develop practical knowledge around conservation behaviours
- Share learning through creative storytelling and documentation

4. Legacy & Advocacy

- Produce a short mini-documentary
 - Inspire wider audiences to take action locally
 - Create a scalable pilot model for future funding
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Role Overview

The Treth Programme Lead will support the planning, coordination and delivery of programme activity between July and September 2026. This role is ideal for someone who is organised, collaborative and experienced in managing nature based, creative or community-based projects and is a passionate advocate for the environment.

The Programme Lead will act as a key point of contact for delivery partners and participants, helping ensure activity is well organised, inclusive and delivered to a high standard.

Key Responsibilities

- Coordinate and support the delivery of Treth programme activity across the project period
 - Liaise with artists, facilitators, participants and partner organisations
 - Support workshop and event planning, scheduling and logistics
 - Assist with any venue bookings, communication and participant coordination
 - Maintain project timelines and monitor progress against delivery plans
 - Support collection of monitoring, evaluation and participant feedback
 - Ensure safeguarding, accessibility and inclusion considerations are embedded in the activity
 - Attend key meetings and provide regular updates to the project team
 - Assist with basic administration and project documentation
 - Support communications and promotional activity where required
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Essential Skills and Experience

- Experience managing or coordinating community, nature, cultural or creative programmes
- Strong organisational and time management skills
- Ability to work independently and manage multiple priorities
- Excellent communication and relationship-building skills
- Experience working with diverse participants and community groups
- Confident using google email, spreadsheets and shared online systems
- Understanding of inclusive practice and accessible engagement

Desirable Experience

- Experience working within arts, nature, heritage or community settings
 - Experience supporting workshops or public-facing events
 - Knowledge of Cornwall-based communities or cultural networks
 - Understanding of project evaluation and reporting
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Personal Qualities

- Friendly, approachable and collaborative
 - Reliable and organised
 - Strong attention to detail
 - Flexible and solution-focused
 - Passionate about community engagement and participation
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How to Apply

Applications should be received via our online form only

- <https://forms.gle/68443SnJfsAXJKZeA>
- A brief statement outlining your relevant experience and interest in the role
- Examples of similar work or projects, if available

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