



southern uplands partnership
living land, living community

COMMUNICATIONS AND IMPACT LEAD

JOB PACK

JUNE 2026

About The Southern Uplands Partnership

The Southern Uplands Partnership is a rural sustainable development charity, dedicated to connecting, protecting and creating opportunities for thriving nature and community in the south of Scotland.

We deliver diverse projects and programmes around three strategic themes:

- Community Empowerment - strengthening rural communities
- Land Access - increasing sustainable access to the Southern Uplands for people and nature
- Land Use - facilitating sustainable land use and land-based opportunities for people and nature

In 2025 we celebrated our 25th anniversary and successful track record of innovative partnership work at all levels, from the hyper-local and practical, to influencing policy and strategy. We take a multi-disciplinary approach, bringing together specialists in biodiversity, culture, climate and community development, to deliver holistic, integrated programmes.

We also provide third-party secretariat support to two local resident-led Community Benefit Funds (CBFs) - Dumfriesshire East Community Benefit Group (DECBG) and Crossdykes Community Benefit Ltd (CCBL).

About the Post

This is a new role, being created at an exciting time as we undertake a re-brand, develop a new website and a refreshed and integrated approach to communicating our work and impact.

Currently our major programmes ([The South West Scotland Environmental Information Centre](#), the [Scottish Borders Climate Action Network](#) and [Connecting Threads](#)) lead on communications for their own work, and there is no dedicated central communications focus across all our work. This post is being established to address this.

There is significant opportunity for the post-holder to influence our approach to communicating our work and impact going forward, as well as to lead on co-development of a new organisation-wide Communications & Impact Plan. Additionally, we wish to develop similar dedicated Communication Plans for [Dumfriesshire East Community Benefit Group](#) and [Crossdykes Community Benefit Fund](#).

Reporting to the CEO, and working with Senior Management Team members, Programme Leads and other staff, the Communications & Impact Lead will support the effective design, delivery and evaluation of our communications with members, partners, communities, funders and other stakeholders. The post will also lead on communications and impact for CBFs. Support from Finance and Administration Team colleagues will be provided with day-to-day tasks.

Using a range of delivery channels and approaches for different audiences, this role is key to driving engagement with The Southern Uplands Partnership and CBFs, demonstrating impact by translating data and insights into effective case studies, stories and messages through digital, print and presentations.

Terms and Conditions

Salary

£34,378 (FTE). 3% annual inflationary increases are normally awarded, subject to availability of funding.

Pension

We offer an 8% employer pension contribution, linked to a minimum 5% (4% with tax relief) employee contribution.

Contract Duration

Fixed term to December 2027. Continuation is subject to funding and satisfactory completion of a three-month probationary period.

Contract Hours

Full time, 35 hours per week. Consideration can be given to part-time options.

Annual Leave

The annual entitlement is 40 days, including 4 mandatory public holidays.

Location

Hybrid – home working and Southern Uplands Partnership offices, with occasional travel across the South of Scotland. The place of work will be one of our offices:

- Studio 1, Lindean Mill, Galashiels, TD1 3PE or
- Studio 1, Hillend Mill, Kirkgunzeon, Dumfries, DG2 8LA

There is a requirement to work in person at an office regularly, combined with occasional travel to other locations for in-person meetings / events. Overnight stays may occasionally be required, for which expenses can be claimed. There is flexibility around home-working or hotdesking at partner sites at other times.

Our preference is that the successful candidate will live in the Scottish Borders or Dumfries and Galloway.

Flexible Working

SUP operates flexible working hours, meaning that days and hours of work are flexible, providing that they meet the needs of the post and the organisation, comply with Working Time legislation, and are agreed in advance.

Standard working hours are Monday – Friday, 9.00 am – 5.00 pm. Some evening and weekend working will be required, for which time off in lieu may be taken by agreement.

Principal Duties

1. Effective Communications

- Contribute to development of communications and impact strategies and content, in collaboration with the CEO and Programme Leads, as well as external partners where relevant.
- Support development and implementation of our brand guidelines across programmes and projects.
- Design and deliver a range of communications for various SUP audiences, including website updates, social media content, bulletins, newsletters, case studies, reports and presentations.
- Introduce creative and engaging ways to communicate key information, messages and use of our brand assets to increase reach and connections.
- Oversee maintenance and update of websites and online channels and, with the CEO and Core Team, deliver a programme of web upgrade and redesign.
- Build online presence and levels of engagement with our audiences and those of our clients, across various online channels.
- Support promotion of workshops and events, including ticketing management and audience communications.
- Manage day-to-day content creation, ensure consistent posting schedules (with support from Administration staff) and maintain brand voice across all channels.
- Support CBF Boards, SUP CEO and team members with media opportunities, draft press releases and manage press relationships, including proactively developing press opportunities.
- Oversee the development and maintenance of mailing lists and relevant contacts databases.
- Oversee the development and maintenance of image libraries.
- Lead on development of supporter and member engagement plans.
- Support Programme Teams to develop and deliver communications tailored to community networks, volunteers, schools, and partner organisations, ensuring approaches reflect local priorities and participation.
- Facilitate communications that strengthen collaboration across community-led initiatives, helping share opportunities, learning and outcomes between groups and stakeholders.

2. Demonstrating our Impact

- Identify and implement ways to better understand our communications reach and engagement with our audiences and participants.
- With colleagues, translate data, insights and external information to share stories and case studies of influence and impact.
- Lead the development and design of key organisation publications and annual reports to maximise engagement.

3. Excellence and Continuous Improvement

- Provide regular feedback and input to review opportunities to maximise impact, learning and responsiveness.
- Support colleagues across The Southern Uplands Partnership to deliver on our outcomes and those of our clients.
- Contribute to effective team working, assisting with other activities as required.
- Be accountable, transparent and inclusive, demonstrating a commitment to improvement.
- Ensure all communications materials and outputs meet accessibility standards and contribute to our DEI policies and strategies.

Person Specification

Essential

- Proven experience in a communications or similar role.
- Excellent written and verbal communication and copy writing skills.
- Strong planning, prioritisation and organisation skills.
- Great interpersonal communication, relationship building, engagement, and collaborative working skills with diverse partners, stakeholders, and colleagues.
- Confident and competent IT user with good working knowledge of Microsoft Office 365.
- Understanding of accessibility requirements for communications.
- Experience with communications and design software and platforms (e.g., Canva, Mailchimp, WordPress, Adobe InDesign or similar).
- Experience managing social media platforms, content management systems, and analytics tools.
- Content creation, event promotion experience, arts or environmental sector experience.
- Flexible approach to work duties, comfortable working with uncertainty and change; self-motivated self-starter, who works well independently and as part of a team.
- Commitment to the aims and objectives of SUP, including diversity, equity and inclusion.
- Right to work in the UK.

Desirable

- An understanding of current challenges and opportunities for people and nature in rural South Scotland, including environmental, economic, social and cultural issues.
- Experience in media relations or PR activities.
- Graphic design skills.
- Experience working with partnership organisations or collaborative campaigns.
- Experience working in the charity / third sector.
- Experience in storytelling around community-led action, small grants programmes, and capturing outcomes from grassroots projects.
- Driving licence and access to a vehicle.

Application Process

We welcome enquiries and/or an informal discussion of the role with Cara Gillespie (Chief Executive) in advance of applying. Please contact recruitment@sup.org.uk to arrange this.

To apply, please provide:

- A current CV, and
- A covering letter, indicating your reasons for applying and outlining how your knowledge, skills and experience relate to the Person Specification.

We are able to accept applications in alternative formats. If you have any form of access needs, please do not hesitate to contact us to discuss your requirements.

Closing Date

Please submit by email to recruitment@sup.org.uk

by 10.00 am on Monday 20th July 2026

First Stage Interviews (Online): Tuesday 28th July 2026

Second Stage Interviews (In Person): Wednesday 12th August 2026

Start Date: September 2026 (desired)