



**RHET Forth Valley (Joint) Project Coordinator**  
**Self-employed opportunity. Approx 40 hours per month**  
*Covering Stirling, Falkirk and Clackmannanshire*

**About RHET**

The Royal Highland Education Trust (RHET) is an education charity dedicated to helping young people aged 3 – 18 years, across Scotland learn about farming, food production, the working countryside and the natural environment. Through farm visits, classroom sessions and digital learning, we connect children and young people with the people, places and processes behind their food.

**About the Opportunity**

We are seeking a motivated and well-organised individual to provide services to RHET as a self-employed Project Coordinator supporting RHET activity across the Forth Valley area.

This is a contract for services, working collaboratively with an existing Coordinator and the local RHET committee to deliver engaging, high-quality learning experiences for schools and young people throughout the region. You will be a key local contact, helping to coordinate visits, support volunteers, and build strong relationships with schools, farmers and partners.

**Scope of services**

In this varied and rewarding role, you will:

- Coordinate visits to working farms and plan experiential learning experiences for schools in the working countryside
- Arrange and support classroom talks and digital, including online live sessions
- Work closely with teachers to align activities to learning outcomes
- Build and maintain relationships with volunteers, schools and partners
- Support and develop local projects and initiatives, such as growing food in schools
- Keep volunteers regularly informed and engaged in planned local activity
- Carry out or support risk assessments to ensure safe visits in alignment with our safe operating practices
- Promote RHET learning opportunities and resources to schools
- Contribute to local planning and wider RHET network activity
- Maintain clear records and provide monthly updates and invoices

**Who we are looking for**

We are seeking a contractor who can demonstrate:

- A self-starter who enjoys working independently
- Highly organised, able to manage multiple activities and priorities
- A confident communicator, comfortable working with a wide range of people
- Able to build relationships and encourage participation
- Confident using IT systems and digital communication tools

You'll ideally have:

- Experience in education, community engagement, or the rural sector
- An interest in farming, food and the working countryside
- Experience working with volunteers or groups
- A full driving licence and ability to travel across the region

*taking the classroom to the countryside*

**Royal Highland Centre, Ingliston, Edinburgh, EH28 8NF**  
**Tel: 0131 335 6227 E-mail: [rhetinfo@rhass.org.uk](mailto:rhetinfo@rhass.org.uk) Website: [www.rhet.org.uk](http://www.rhet.org.uk)**



### How You'll Work

This is a self-employed contractor role, offering flexibility and autonomy in how you deliver the agreed services.

- Approx. **40 hours per month** (subject to demand and working in collaboration with existing coordinator)
- Hourly rate in the region of **£13–£14**
- Home-based with travel across Forth Valley
- You will invoice monthly for work completed

As a contractor, you will be responsible for your own tax, National Insurance and insurance arrangements. A PVG check is a requirement for this post.

### Why Join RHET?

- Make a real difference to young people's understanding of food and farming
- Be part of a supportive national network of coordinators
- Work flexibly and independently
- Help connect young people and their teachers with the working countryside and natural environment

If you are interested in this opportunity, send a covering letter and separate CV to [rhinfo@rhass.org.uk](mailto:rhinfo@rhass.org.uk) by 5pm 1<sup>st</sup> May 2026. Interviews will be held in Stirling w/c 11<sup>th</sup> May 2026.

*taking the classroom to the countryside*

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