

Knowledge Exchange Delivery Lead

Role Profile

Job Title	Knowledge Exchange Delivery Lead
Working Days	Full-time (37.5 hours per week, with some flexibility required)
Length of Contract	Permanent Contract
Salary	£36,000 per annum
Place of Work	Home-based within the UK, with regular travel across England, Wales and Scotland required. The role will involve travel to farms, rural venues, events and meetings, some of which may not be easily accessible by public transport. Candidates must be able to meet the travel requirements of the role, with reasonable adjustments considered where appropriate. Travel expenses, including mileage where applicable, will be reimbursed in line with NFFN policy.
Closing Date	08:30 am on Monday 6 July 2026 We reserve the right to close applications early if we receive a strong field of applications or identify a suitable candidate before the advertised closing date. We therefore encourage candidates to apply as early as possible.
Phone Screen Date	Wednesday 8 July 2026
Interview Date	Monday 13 July and Tuesday 14 July 2026
To apply fill in application at: https://forms.gle/hbkXjMDxYpaUJeoL6	

Job Description

The Nature Friendly Farming Network (NFFN) is seeking a Knowledge Exchange Delivery Lead to help coordinate and deliver a major new farmer-focused knowledge exchange programme across the UK.

This role will play a central operational role in supporting the delivery of practical farmer-to-farmer learning opportunities, including farm walks, peer networking events, webinars, podcasts and digital content. Working closely with colleagues across policy, communications and delivery teams, the postholder will help ensure activity is well coordinated, operationally sustainable and delivers meaningful value to farmers.

The role combines programme coordination, stakeholder management and hands-on delivery. Alongside coordinating the wider programme, the successful candidate will also directly facilitate and deliver some knowledge exchange activity in the field, including farm walks and farmer engagement events where appropriate.

This is a practical and fast-paced role suited to somebody who is highly organised, proactive, adaptable and comfortable working across a wide range of operational responsibilities within a small remote organisation.

The role will initially focus on delivery of a large externally funded programme, but is also intended to help support the development of longer-term knowledge exchange infrastructure and scalable delivery models across the organisation.

Key Responsibilities

Programme coordination and delivery

- Coordinate the day-to-day operational delivery of the NFFN knowledge exchange programme
- Support the planning, scheduling and coordination of farm walks, peer networking events, webinars, podcasts and digital outputs
- Maintain oversight of delivery timelines, programme activity and operational priorities
- Ensure delivery activity remains organised, sustainable and aligned with programme objectives
- Support the development and refinement of practical delivery systems and operational processes
- Deliver and facilitate selected knowledge exchange activity directly, including farm walks, farmer engagement events and regional programme activity where appropriate

Event planning and operational support

- Coordinate logistics for programme activity, including venues, speakers, travel, registrations and communications
- Work with farmers, steering group members and external contributors to support delivery activity
- Lead and support on-the-ground delivery of events where appropriate, including direct facilitation and coordination of farm walks and regional knowledge exchange activity
- Coordinate event follow-up activity, feedback collection and reporting processes
- Troubleshoot operational issues and ensure activity runs smoothly

Stakeholder and relationship management

- Act as a day-to-day operational contact for external programme stakeholders and delivery partners
- Build and maintain positive working relationships with farmers, speakers, partner organisations and suppliers
- Support coordinated working across NFFN teams involved in programme delivery
- Ensure clear communication and visibility across delivery activity internally and externally

Communications and content coordination

- Work closely with the communications team to support event promotion and programme communications
- Coordinate delivery timelines for digital outputs including podcasts, videos and written case studies
- Support the collection and organisation of programme stories, outputs and learning
- Help ensure delivery activity is accurately reflected across communications channels

Tracking, reporting and systems

- Maintain accurate records of programme activity, attendance, outputs and delivery data
- Support the coordination of reporting requirements and programme monitoring
- Work with colleagues to help develop efficient reporting and CRM processes using Beacon and other systems
- Support the development of practical systems for tracking engagement, feedback and programme impact

Wider organisational support

- Work flexibly across a small remote team and support colleagues where needed
- Contribute to wider organisational planning and operational development where appropriate

- Help identify opportunities to improve efficiency, scalability and knowledge sharing across the organisation
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Personal Specification

Essential qualifications

- BA or BSc degree or equivalent experience

Essential skills and experience

- Strong organisational and project coordination skills, with the ability to manage multiple priorities simultaneously
- Experience coordinating events, programmes, projects or operational delivery activity
- Ability to work independently, take initiative and manage competing demands within a remote team environment
- Strong communication and interpersonal skills, with the ability to build and maintain effective working relationships
- Comfortable facilitating practical in-person activity and engaging directly with farmers and rural audiences
- Good operational judgement and problem-solving ability
- Strong attention to detail and ability to maintain accurate records and systems
- Ability to coordinate activity across multiple stakeholders and moving parts
- Comfortable working in a practical, fast-paced and evolving environment
- Confidence using standard digital tools for remote working, such as Google Workspace (Docs, Sheets, Drive, Meet) or equivalent
- Willingness to travel regularly across the UK where required
- Interest in farming, food systems, environmental issues or farmer engagement
- Commitment to the aims and values of the Nature Friendly Farming Network

Desirable qualifications, skills and experience

- Experience working in farming, land management, environmental or rural sectors
 - Experience coordinating knowledge exchange, training or engagement programmes
 - Experience supporting webinars, digital content or online engagement activity
 - Experience using CRM systems (such as Beacon) to manage contacts, engagement and reporting
 - Experience working in a small organisation or remote team environment
 - Experience coordinating external suppliers, speakers or delivery partners
 - Experience facilitating meetings, workshops or events
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About the NFFN

The Nature Friendly Farming Network (NFFN) is a farmer-led organisation helping farmers restore the balance between farming and nature.

We support farmers by sharing knowledge, resources and case studies to boost food production, protect wildlife and build climate resilience. We influence policy to secure fair rewards for farmers who care for nature and connect like-minded farmers across the UK.

Our network is open to all – farmers, the public and organisations. Membership is free.

For more information, visit: nffn.org.uk