

Looe Island Manager Recruitment Pack



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Wildlife Trust

Creating a Cornwall
where **nature** thrives

Paul Lightfoot

Introduction

From Callum Deveney, Director of Nature Recovery

Thank you for your interest in joining Cornwall Wildlife Trust at an important moment for Looe Island.

Looe Island is one of our most distinctive nature reserves: a special place for wildlife and a rare opportunity for people to connect with Cornwall's natural environment. The island welcomes up to 3,000 visitors, between Easter and October each year, with visits ranging from days trips, to residential holidays, to hands on volunteering.

Following the retirement of the existing wardens after almost 20 years, we are shaping the island's next chapter. We are looking for a self-motivated, practical and people-focused Island Manager to protect and enhance the island's wildlife, lead its day-to-day operation, develop staff and volunteers, and deliver excellent visitor and guest experiences.

The role balances four priorities — conservation, people, visitor experience and financial sustainability — ensuring that increased engagement and responsible income generation always remain compatible with the island's conservation needs.

If this mix of purpose, leadership and island life appeals to you, we would love to hear from you.



A handwritten signature in black ink that reads 'Callum Deveney'.

Callum Deveney, Director of Nature Recovery
Cornwall Wildlife Trust



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About us

Where we've come from ...

For more than 60 years, Cornwall Wildlife Trust has been working to protect Cornwall's wildlife and wild places.

Although a local, independent charity, we are part of a national movement of 46 Wildlife Trusts, all with a shared purpose.

Our vision ...

Is of a Cornwall where nature thrives, with our wildlife and wild places valued and enjoyed by all.

A Cornwall where currently rare and threatened species are once again a normal part of our countryside, skies and seas. Where healthy oceans, soils, rivers, wetlands, woodlands, moors, grasslands, sand dunes and other ecosystems are recognised for the roles they play. Where every child in Cornwall grows up with access to beaches and green spaces. And where we're all connecting with, benefiting from and taking action for nature.



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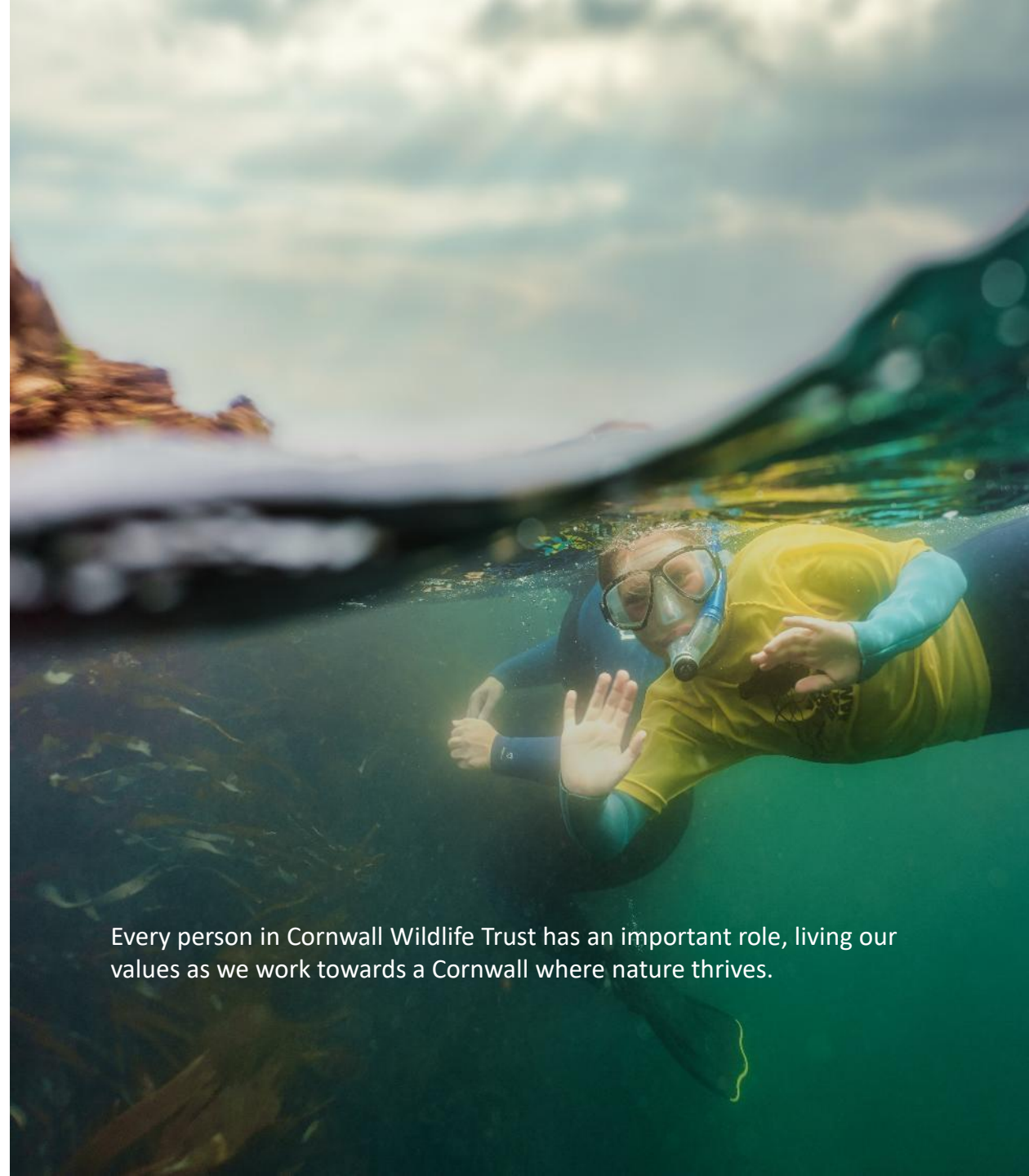
Cornwall Wildlife Trust has owned and managed Looe Island as a nature reserve for over 20 years.

Our values

- **We are Passionate and Inspiring:** We believe in our vision of a Cornwall where nature thrives and know that what we do matters. We are committed to our work and inspire others to join us.
- **We are Knowledgeable and Authentic:** We bring expertise and credibility to our work, ensuring actions and decisions are grounded in integrity, accountability, evidence and practicality.
- **We are Inclusive and Enabling:** We know we cannot turn the tide on nature's decline alone and that everyone has a role to play. We listen to, learn from, collaborate with, involve, educate and empower others to deliver change.
- **We are Focused and Impactful:** We are ambitious and determined to deliver impact. We recognise the need to be creative, applying bold new approaches alongside the things we know already work.



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Every person in Cornwall Wildlife Trust has an important role, living our values as we work towards a Cornwall where nature thrives.

Our strategy

To halt nature's decline, **we need** more space for nature (bigger, better and more joined-up), active nature restoration (not just the protection of what remains) and reduced pressure on nature everywhere (be that from development, pollution, habitat loss, intensive farming and fishing, or climate change). **But we can't do this alone.**

We will ensure more areas of land and sea are managed well for wildlife, by informing, involving and inspiring more people, from all spheres, to **take action for nature.**

How? Through our four impact objectives, as outlined in our full strategy ([here](#)):

- 1. Demonstrating** what is possible and **inspiring** others through our conservation delivery
- 2. Supporting** and **advising** others on how to reduce negative pressures and create positive outcomes for wildlife
- 3. Engaging** and **mobilising** individuals and groups to use their time and resources to participate in practical action
- 4. Campaigning** and **advocating**, as we use our voice to call for better decisions for nature from those in power

The above are supported by four enabling objectives, including the need to increase awareness and inspire engagement. This position will play a key role in driving this forward, providing an exciting opportunity to contribute to our vision.

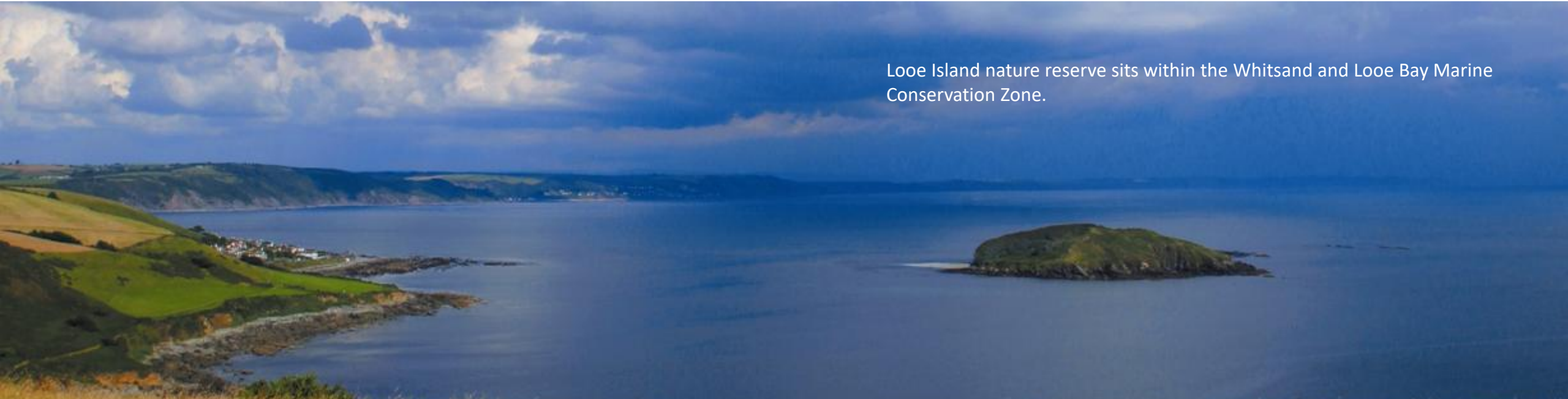
Looe Island is one of six Destination Reserves identified in the 2030 strategy. Destination reserves are the jewels of our estate that inspire others to take action through high quality access, interpretation, learning and participation.

Heather Hamilton

About Looe Island

Looe Island, also known as St George's Island, is about half a mile off the Cornish coast near the bustling harbour town of Looe. It is only accessible by boat which takes approximately 15 minutes from Looe and can only land on the island approximately 3 hours either side of high tide. The island sits in the heart of a Marine Conservation Zone and is home to important breeding colonies of nesting sea birds. There are a range of habitats on the island including; a shingle spit beach, rocky shoreline, woodland and maritime grassland and cliffs that are grazed by the island's small flock of Shetland sheep.

There are three residential properties on the island: Jetty Cottage - the home and office for island staff, Island House - volunteer accommodation, and Smugglers Cottage - a holiday let which along with a bell tent, generates income to help run and manage the island. The island has its own off-grid renewable energy system. The island is open to the public for day trips from Easter to October when tide and weather allow. The Trust work with boat operators in Looe to bring visitors, guests, volunteers and contractors to the island and are increasingly working with more local businesses to create a range of island experiences.



Looe Island nature reserve sits within the Whitsand and Looe Bay Marine Conservation Zone.

Role details

Location: Looe Island, Cornwall

Responsible to: Director of Nature Recovery

Responsible for: Island Based Staff, Seasonal Staff and Residential Volunteer Wardens

Hours: There is flexibility to the working pattern with the busiest period being the season when the island is open to the public (Easter to October). Will include evenings, weekends and seasonal work.

Salary: Band C, £32,569–£39,923 per annum for the Island Manager role. Where the role is undertaken jointly by two people, the salary and banding will be reviewed to reflect the agreed job-share arrangement, including the hours and responsibilities of each individual.

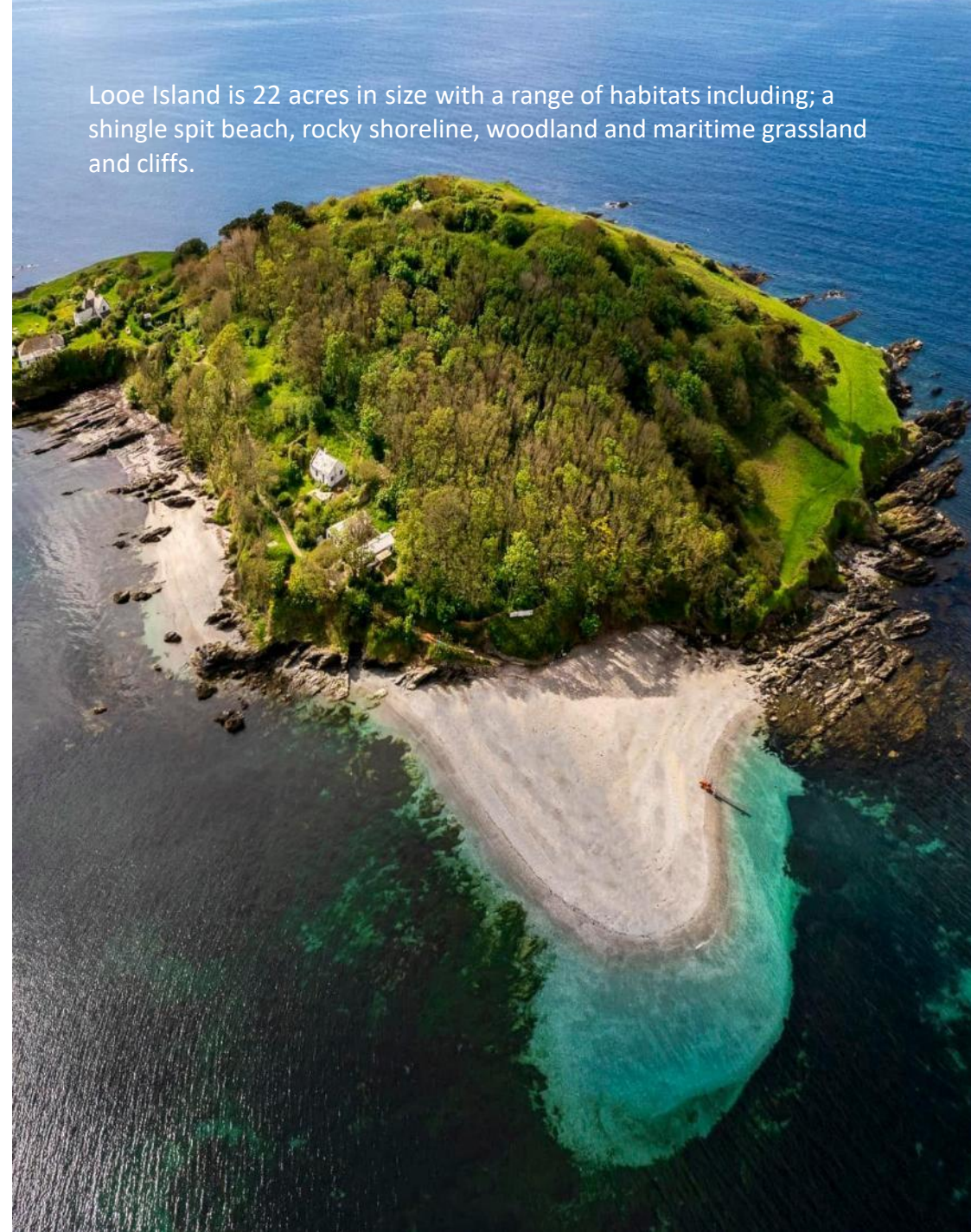
Accommodation: Provided on the island and this will also allow for a partner to live on the island if required. The accommodation is part of the job package but this does not include rates and some bills. Pets are not allowed on the island.

While we are looking to appoint one Island Manager, we would also consider applications from a couple or two friends who would like to take on the role together. We are open to exploring a job-share arrangement, with hours, responsibilities and salary discussed and agreed to suit the successful applicants and needs of the island. What matters most is finding the right people with the skills, commitment and teamwork to manage the island.



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Looe Island is 22 acres in size with a range of habitats including; a shingle spit beach, rocky shoreline, woodland and maritime grassland and cliffs.



Role summary

This is a unique opportunity to shape the next chapter of one of Cornwall Wildlife Trust's most special places. The successful candidate will inherit decades of knowledge and experience from the existing wardens, while developing a new model for Looe Island: excellent conservation management, strong volunteer leadership, memorable visitor experiences and a financially sustainable future.

The postholder will lead the island team and volunteer warden programme, oversee conservation management work, property maintenance, support accommodation and visitor operations, deliver tours and experiences, and help achieve agreed income objectives.

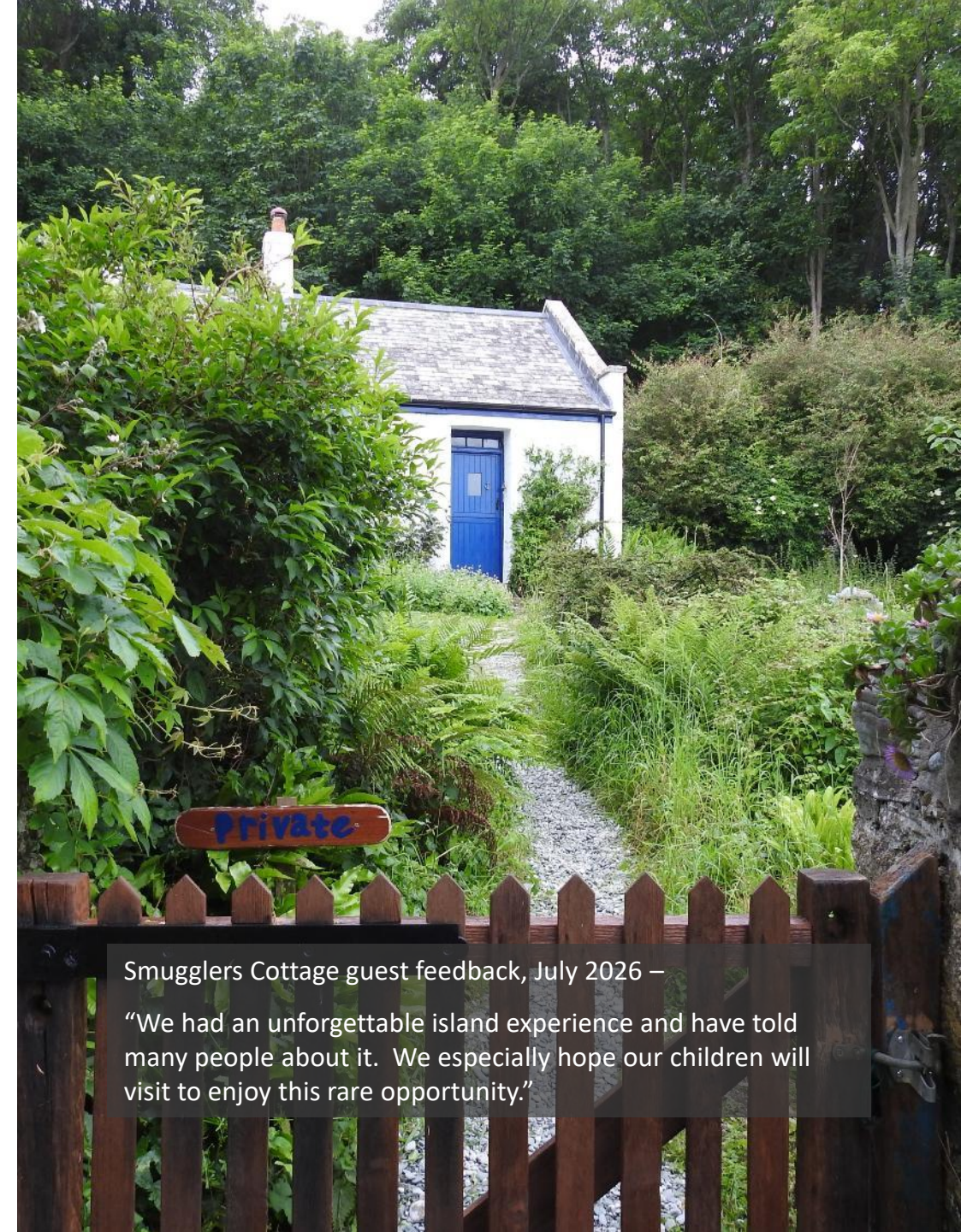
The successful candidate will be:

- A leader who brings staff and volunteers together around a shared purpose
- A conservationist, passionate about protecting the island's wildlife
- A welcoming host who wants every visitor and guest to have an exceptional experience
- Commercially aware, understanding how responsible income supports conservation
- Practical, organised and willing to solve problems hands-on
- Adaptable around weather, tides, wildlife and seasonal demands
- A confident communicator with visitors, volunteers, partners and colleagues



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Smugglers Cottage guest feedback, July 2026 –

“We had an unforgettable island experience and have told many people about it. We especially hope our children will visit to enjoy this rare opportunity.”

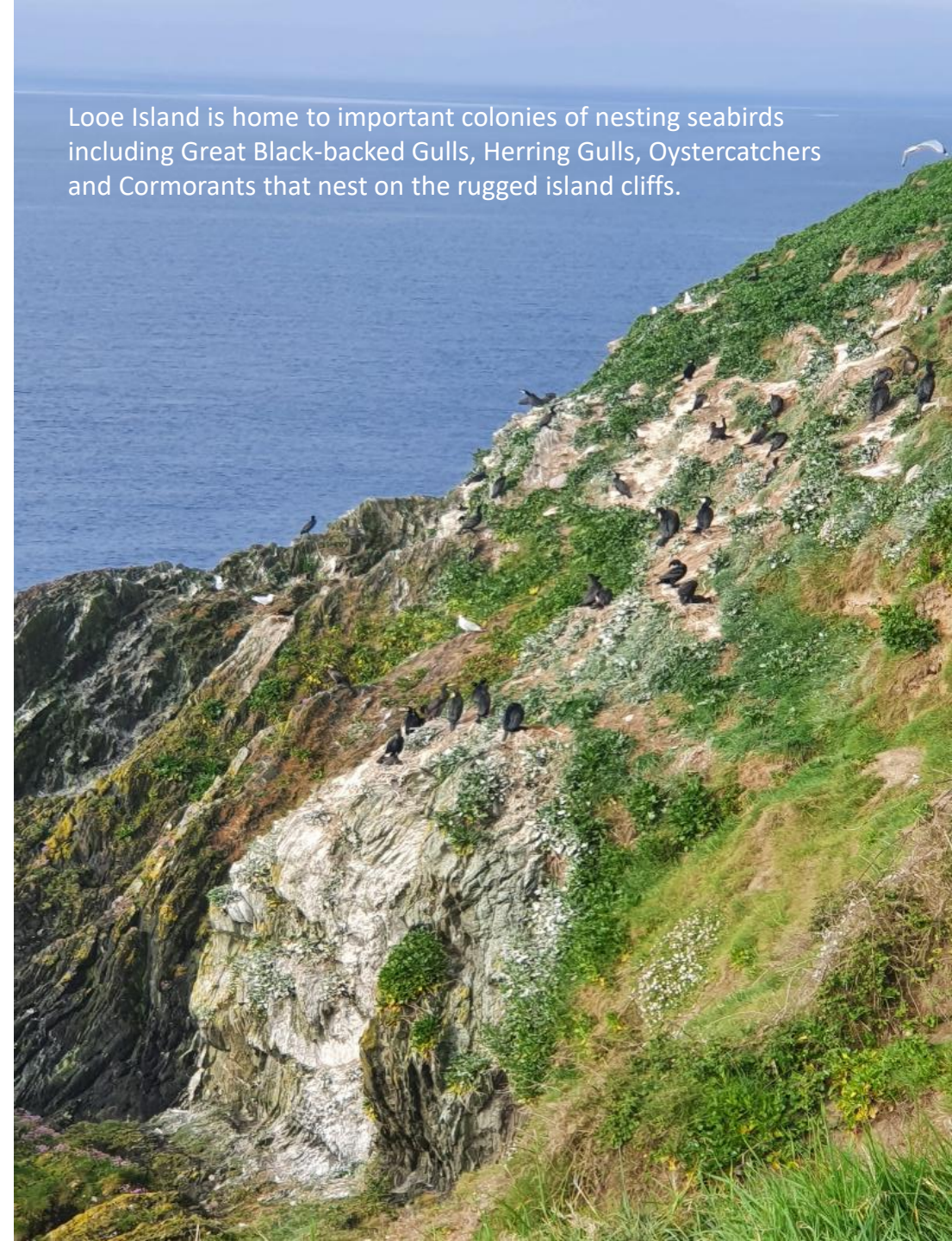
Main responsibilities

- **Leadership and team management** - Take overall responsibility for effective island operations; provide visible leadership; line-manage residential volunteer wardens; plan staffing and volunteer rotas; develop procedures; and contribute to annual planning, budgeting and operational reporting.
- **Conservation and wildlife** - Keep conservation central to every activity. Coordinate habitat management, wildlife monitoring and recording, biosecurity and invasive-species response; manage visitor activity around sensitive habitats; and work with Trust specialists.
- **Visitor and guest experience** - Provide a warm, knowledgeable welcome; maintain high customer-service standards; interpret the island's wildlife, history and character; deliver a guided walks programme, talks and experiences; and support accommodation guests from arrival to departure.
- **Income and performance** - Work with Trust colleagues to deliver agreed annual income objectives. Monitor visitor numbers, capacity, accommodation occupancy and income; develop appropriate paid experiences; and support retail, membership, donations and practical efficiencies.
- **Island operations, systems and safety** - Coordinate maintenance, utilities, contractors, equipment, supplies, boat access and logistics. Keep accurate staffing, visitor, financial, conservation, livestock, incident and maintenance records, while maintaining risk assessments, emergency procedures and a strong safety culture.



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Looe Island is home to important colonies of nesting seabirds including Great Black-backed Gulls, Herring Gulls, Oystercatchers and Cormorants that nest on the rugged island cliffs.



Person specification

Knowledge & Experience:

- Experience managing or supervising staff and/or volunteers, with strong people-leadership skills (E)
- Experience in conservation, countryside, wildlife or environmental management, with sound habitat knowledge (E)
- Commercial awareness spanning income generation, budgets, paid visitor activity or operational targets (E)
- Excellent customer service, interpersonal and group-communication skills, including guided experiences (E)
- A practical, independent and collaborative approach, with a firm commitment to health and safety (E)
- Strong planning, organisation, administration, digital systems and accurate record-keeping (E)
- Practical skills, working remotely or coastal operations, boats, good practical maintenance, animal husbandry or livestock experience (D)

D = Desirable

E = Essential

Skills:

- Excellent communication skills, with the ability to convey complex topics in a simple way and communicate confidently with a wide range of audiences (E)
- Strong organisational and project management skills, with the ability to manage multiple priorities and deadlines (E)
- Computer literate, in particular with Microsoft Office applications, including word and excel (E)
- A relevant conservation qualification, tractor driving, First Aid or health-and-safety training (D)
- Full UK Driving License (E)

Personal Qualities:

- Collaborative and works well as part of a team (E)
- Able to work independently and comfortable taking initiative where appropriate (E)
- Self sufficient and comfortable living remotely on a small island in basic conditions, sometimes alone (E)
- Flexibility to work around tides and weather. Willing to work weekends, evenings and meet seasonal requirements (E)
- Committed to the values of Cornwall Wildlife Trust (E)



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How to apply

Please send a CV and supporting statement outlining your suitability against the person specification to;
recruitment@cornwallwildlifetrust.org.uk by midnight on **Sunday 15th November 2026.**

An informal conversation can be arranged with the manager of this role by contacting Joanne Greaves, Head of People & Culture at joanne.greaves@cornwallwildlifetrust.org.uk

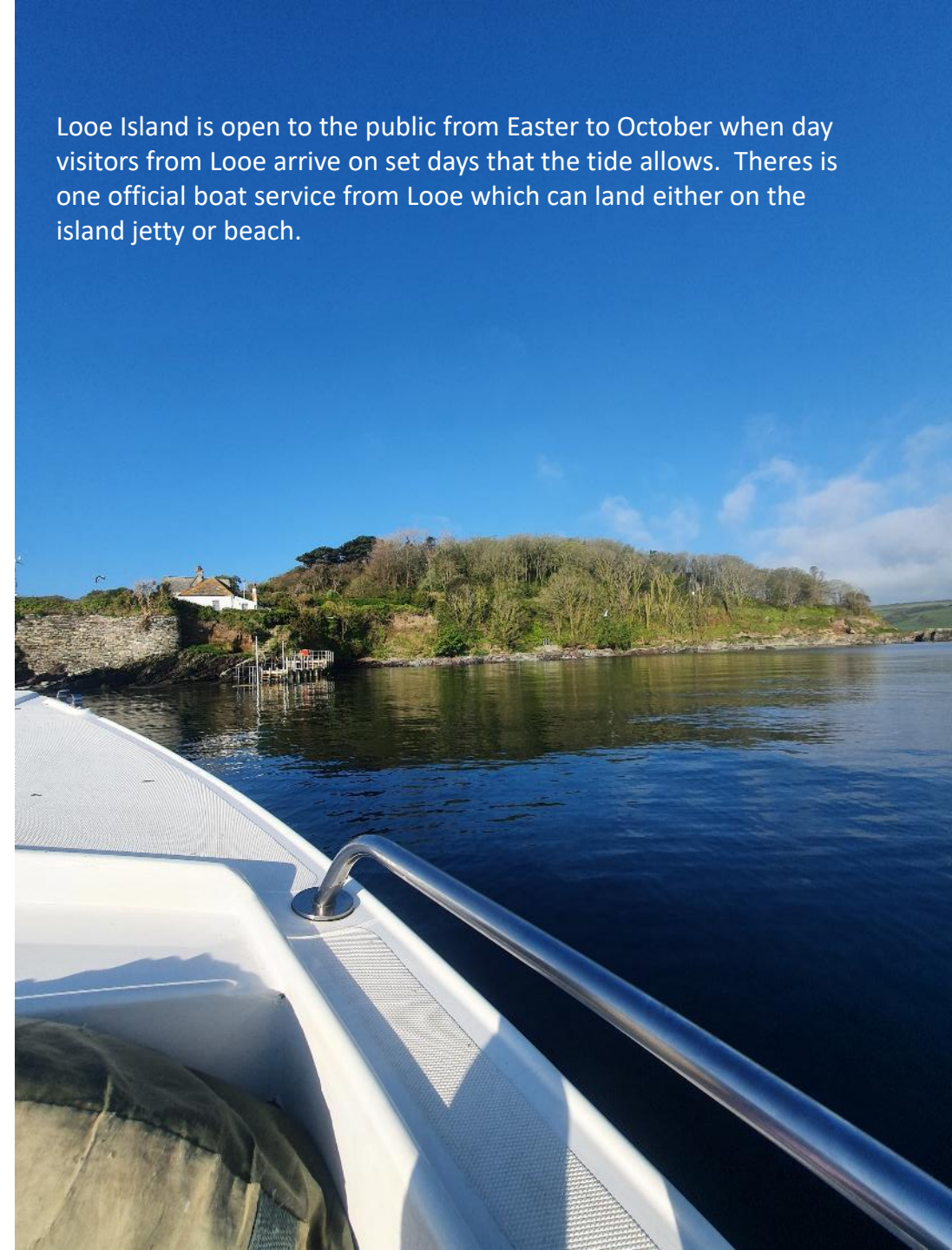
If you are successful in your application, you will receive an invite for interview by the 20th November 2026.

First round interviews are planned in the week beginning the 30th November 2026 with on island interviews in early December (these dates are subject to change).



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Looe Island is open to the public from Easter to October when day visitors from Looe arrive on set days that the tide allows. There is one official boat service from Looe which can land either on the island jetty or beach.



A detailed photograph of a seagull, likely a Herring Gull, standing on a rugged, grey rock face. The rock is covered in patches of bright yellow lichen and small, vibrant pink flowers. The seagull has white plumage on its head and neck, a yellow beak with a red base, and black feathers on its wings and back. It is looking towards the left of the frame.

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Photo: Claire Lewis