



We're Hiring!

Operations Support Officer

Are you ready for a new challenge? Looking for a rewarding role in Marine Conservation?

We are Project Seagrass, a global charity working to save the world's seagrass meadows. We're on a mission to lead societal change to enable the recognition, recovery, and resilience of seagrass ecosystems globally—ecosystems that provide biodiversity, equitable and sustainable livelihoods, and planetary life support.

We lead, champion and communicate cutting-edge scientific research. We work with governments, NGOs, universities, businesses, communities and change makers to conduct participatory science and deliver collaborative action. We provide tailored support that is both adaptive and transformative to enable others to save the world's seagrass, whether that's with capacity, engagement, learning or resources. To save the world's seagrass, we need to have a collective passion and drive to understand seagrass and work to conserve it.

Sound like an organisation you'd like to be part of?

The operations support officer will be an integral part of the operations team providing support to Project Seagrass operations including maintenance of our Warehouse and seed processing unit.

As well as this, the Operations Support Officer will be responsible for:

- Provide technician support for the laboratory, ensuring appropriate paperwork is in place and equipment cleaned and stored appropriately.
- Participate in fieldwork as needed and provide logistical support before, during and after activities. Assist with driving project vehicles, transporting staff and equipment, and providing on-site support to field teams.
- Maintain a clean, organised and safe working environment by following storage systems, labelling equipment, reporting damage or shortages and assisting with routine and ad-hoc stock checks to ensure equipment availability and traceability.

Benefits of working with Project Seagrass

- Hybrid & flexible working
- Generous leave allowance
- 5% pension contribution
- Employee Assistance Programme
- Bike to work scheme members

For the full job description, personal profile and to apply please see the link below:

<https://form.jotform.com/260774448100353>

Closing Date: 10th April 2026

If you have any questions regarding the role please contact emma.p@projectseagrass.org