JON HAWKINS SURRY HILLS PHOTOGRAPHY

**Living Floodplains Officer**

**Be part of a Wilder Future**

***Closing date: 9am Friday 7th June 2024***

***Interview date: TBC***

Please submit your completed application to [jobs@staffs-wildlife.org.uk](mailto:jobs@staffs-wildlife.org.uk) before the closing date.

**Join Our Movement**

We are the county’s leading conservation charity, committed to protecting wildlife and inspiring a lifelong love of nature. Our climate is in crisis and nature needs our help, but together we can make a difference.

**Our 50-year vision is for a thriving county with wildlife at its heart, which everyone enjoys, values and wants to play their part in protecting and improving.**

**Our mission is to ensure that:**

We protect and enhance the wildlife and wild places of Staffordshire and promote understanding, enjoyment and involvement in the natural world.

Working for Staffordshire Wildlife Trust, in any role, means you are part of our ambition to halt and reverse natures decline in Staffordshire and across the UK, and to get more people to take meaningful action for wildlife. Whether you work in IT, in our cafes, or out on our nature reserves you will be working with colleagues towards the common purpose of a county richer in wildlife.

CHRISTINE HARDING SWT

**Working for Us**

At Staffordshire Wildlife Trust we don’t just offer jobs – we offer careers. For our people, being part of the effort to address the climate and nature crisis makes working for us truly meaningful and rewarding.

As well as investing in our mission, we invest in our people and culture. We’re committed to creating an engaging, supportive and inclusive workplace for all and providing opportunities for development, training and growth. We also provide a range of benefits such as flexible working, an employee assistance programme and a wellbeing allowance.

Your journey in the Trust starts with your induction. Whatever role you're here to do, we'll explain what to expect, show you where to go, and make sure you understand your new environment before you get going.

You’ll get chance to see what others in your teams, and across the Trust are doing through job shadowing and team working. We have 45 other Wildlife Trusts, working passionately just like us, whose knowledge and experience you can also draw from.

**Learning and Development** - one size doesn’t fit all, we will work with you to identify where you and the organisation want to grow and develop, and put together a personal plan that works for you, whether that’s on-the-job training, flexible e-learning, or one-to-one support.

If we need you to hold a qualification for your role, from either a legal or professional point of view, we’ll cover the cost of your membership fee where needed as part of your continuous professional development.

We believe work-life balance is important. We work 35 hours a week, and we believe a good work life balance makes for happier, healthier employees. We support flexible working wherever possible and we are currently trialling a hybrid working model.

**We have a range of benefits that support you when working for us:**

* *10% Non-contributory Pension*
* *Employee Assistance Programme*
* *Life Assurance*
* *Salary Sacrifice schemes for cycle to work and Electric vehicles*
* *25 Days basic holiday allowance, plus bank holidays, and extra Christmas leave.*
* *15% discount in our cafes*
* *PPE and uniform provided as required.*

TERRY WHITTAKER 2020/VISION

**What We Stand For**

We are:

**Resourceful:** Making best use of what we have, and always alive to opportunities to do things better and more efficiently

**Passionate:** Making the case for valuing and protecting wildlife

**Pioneering:** Using new and innovative ways to achieve our vision helping us led by example

**Evidence** **Based:** Making our case on scientific-face and interpretation

**Welcoming:** Giving our members, our supporters, and the wider public the best service possible

**Professional:** Striving to be the best we can be in all that we do, seeking continuous improvement and benchmarking our performance

**Collaborative:** Working in partnerships between staff, volunteers, members, communities, landowners, businesses and many others to achieve our vision

**The Basics**

**Job Title:** Living Floodplains Officer

**Contract Type:** Permanent

**Hours:** 35 hours per week

**Pay Band:** Officer (£22,787.00-£24,665.00) or Senior Officer (£24,915.00-£28,867.00) depending on experience and role offered.

**Work Location:** Hybrid and flexible working with Main Office at The Wolseley Centre, ST17 0WT

**Who We’re Looking For**

We are looking for someone who can deliver a series of exciting projects that reconnect our rivers with their floodplains. Our work focuses on key priorities including climate change mitigation, flood resilience, pollution management and bringing nature into recovery. We are looking for either a senior or junior officer to join our team and support in the delivery of both new and existing projects.

You will have a degree or similar in a subject appropriate to the role.

You will also have comprehensive knowledge of nature conservation and land management, a good understanding of techniques required to restore/create and improve wetland and grassland habitats as well as an understanding of the techniques required for river restoration. You will be able to demonstrate good practical land management skills, covering a wide range of habitats and techniques.

You must also be able to plan work programmes and prioritise workloads, demonstrate excellent communication and interpersonal skills

For the senior level position, you should be able to demonstrate comprehensive previous experience of practical habitat management, including wetland and river habitats; show relevant knowledge of Health and Safety legislation and its application in overseeing ground works contractors (CDM) and be competent in the use of GIS software.

**What you will Deliver**

You will be part of the Nature Recovery team delivering river restoration, habitat creation and enhancement, natural flood management (NFM) and water quality projects within the Staffordshire Trent Valley. You will oversee a number of diverse projects that require your practical knowledge of nature conservation as well as project management skills including managing a budget, working with stakeholders and achieving key milestones.

You will work closely with the Living Floodplains Manager to deliver a broad range of projects from inception to completion, bringing in external expertise as required and managing contracts to carry our enhancement works ranging from grassland meadow creation and woodland management through to river channel reprofiling and the creation of new wetland features. You will work alongside landowners, local authorities, businesses and the Environment Agency to deliver these priority projects.

Key Tasks

1. Prioritise, plan and effectively deliver our existing programme of habitat restoration projects.
2. Undertake appropriate procurement, contracting and supervision of third party contractors and consultants on both SWT owned and third party sites and ensure compliance with contract conditions, CDM, H&S, welfare etc. and maintain a high standard of works.
3. Effectively conclude projects and establish ongoing monitoring.
4. Be part of the development of new projects coming on line, including identifying future opportunities for development where possible.
5. Organise and attend project steering groups as necessary, including setting agendas and taking and circulating notes/minutes. Attending project and partnership meetings as required.
6. Be a point of contact for members of the public and ensure ongoing liaison with the local community during delivery of projects in the public realm.
7. Work collaboratively with other projects, partners and volunteers and be an ambassador of your projects and your organisation. Recognise your role in promoting our work and the importance that fundraising and membership has on the organisation.
8. Be responsible for the budget and targets for each delivery project, monitoring spend and progress and ensuring financial and output commitments are met.
9. Manage your own work programme and prioritise your workload in line with any key milestones and established timelines.
10. Reporting to principal stakeholders (including SWT, funders, EA, landowners) ensuring all requirements are appropriately discharged including funding claims, progress reports, management plans etc.

**What we’re looking for**

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| **Personal Qualities** | |
| **Passionate and Energetic** | You will believe in our core purpose, and be passionate about tackling the nature and climate crisis. |
| **Team focused and supportive** | You will be an excellent team player, working alongside colleagues across teams, volunteers and contractors. You will recognise strengths and weaknesses in your team and support your team to develop new skills. |
| **Ambitious and Achieving** | You will provide direction for your team and ensure your work delivers against our core strategic goals. You will energise and motivate your colleagues. |
| **Resource Efficient** | You will use resources wisely ensuring maximum benefits and minimal. |
| **Professionalism** | Always professional, on-message and on-brand – you will represent the Wildlife Trust and it’s values and mission at all times. |
| **Determination and Resilience** | You will have a can-do attitude and will take setbacks and feedback constructively. |
| **Problem Solving and Analysis** | You will relish a challenge and be analytical in your approach to solving problems. |

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| **Experience requirements** |
| Working in practical habitat management (experience of wetland and river habitats is desirable) (senior officer level) |
| Managing contractors, overseeing work carried out and ensuring safe systems of working. (senior officer level) |
| Procuring contractors and consultants and writing specifications or briefs (senior officer level) |
| Applying for permits and consents from statutory bodies (senior officer level) |
| Working with landowners and other partners |
| Monitoring and surveying experience |
| A sound understanding of nature conservation and land management. |
| A good understanding of the techniques required to restore/create and improve wetland and grassland habitats. |
| A good understanding of the techniques required for river restoration. |
| Good practical land management skills, covering a wide range of habitats and techniques. |
| The ability to plan work programmes and prioritise workloads. |
| Excellent communication and interpersonal skills, particularly when dealing face-to-face with members of the public. |
| Relevant knowledge of Health and Safety legislation and its application in overseeing ground works contractors (CDM) (senior officer level) |
| Good IT skills (e.g. MS Office) |
| Understanding of GIS software |
| **Additional requirements** |
| Full comprehensive driving license |
| Ability to work outdoors and in all weathers |
| Flexibility to work occasional evenings or weekends as the role may require |