

# Job Description

## Citizen Science Co-ordinator



Purpose:	To co-ordinate our volunteers delivering citizen science activities
Reports to:	Strategic Evidence and GIS Manager
Location:	Clitheroe
Hours:	Full-time 37.5 hours per week
Salary:	£24,500 - £26,000p.a. dependent on experience
Contract:	24 months (with possibility of extension, subject to funding)

Ribble Rivers Trust (RRT) is a regional charity set up to improve and conserve the Ribble Catchment, particularly its rivers, brooks, becks and streams. Since 2010 RRT has grown from a team of three to 25. We work at local and catchment scales delivering a range of projects and activities that improve the condition, management, and awareness of the Ribble Catchment. Over the last 10 years, RRT has developed and grown into a sector leading organisation, known for getting things done, strong partnership working and a collaborative approach. We are a welcoming and friendly team committed to doing great work for people and nature.

Earlier this year we secured funding from DEFRA's Green Recovery Challenge Fund. 'Health and Environmental Action Lancashire' (HEAL) will deliver environmental improvements across Lancashire alongside active volunteering events that promote and support improved health and wellbeing. We are working with numerous project partners including Lune Rivers Trust, Wyre Rivers Trust, Prospects Foundation, Lancaster University, Freshwater Biological Association, Forest of Bowland AONB, Pendle Borough Council and Hyndburn Borough Council.

Recently we also secured funding through the "Catchment System Thinking Cooperative" (CaSTCo) project to support increasing the scale and quality of monitoring of river catchments through Citizen Science.

We are now looking to recruit a conscientious, dynamic, and enthusiastic person with a passion for improving the environment and working with communities. Someone who will inspire, enable and co-ordinate Citizen Scientists across the catchment to help our efforts to better understand the condition of our rivers, identify actions and report on successes. The successful candidate will join a vibrant and talented team who are delivering a huge variety of projects improving rivers in the Ribble Catchment.

The role requires a confident and clear communicator with experience in engaging and working with volunteers, and ecological monitoring. The successful candidate will have knowledge of landscape-scale conservation, freshwater ecosystems and wider land management.

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We are committed to building a team that represents a variety of backgrounds, perspectives and skills, and welcome applications from everyone regardless of age, gender, ethnicity, sexual orientation, faith or disability.

Benefits include 25 days holiday plus public holidays rising to 30 days with length of service, access to a stakeholder pension scheme including life assurance, free car parking and secure bike storage, and a cycle to work scheme.

### Role Description

The Citizen Science Co-ordinator will help to gather data and evidence that shapes the strategic direction, and report on success, of the Trust, and as such the duties will include:

- To develop and coordinate the Trust's citizen science programme and citizen science volunteer base.
- Recruit new volunteers to our citizen science programme.
- To coordinate the delivery of citizen science training and knowledge sharing.
- To collate, manage, utilise and disseminate the Trust's citizen science data.
- Work with other project partners to gather and share learnings to continuously improve our citizen science programme.
- To attend project meetings as required.
- To monitor progress and provide information to support the monthly project reports as required by each project.
- Ensure project costs are in line with project budgets.
- To assist with local events and public activities to engage with local communities.
- Maintain and develop partnerships with stakeholders, including the Forest of Bowland AONB, Yorkshire Dales Millennium Trust, The Woodland Trust, Environment Agency, Natural England, United Utilities, and other related partners.
- Contribute to and assist in the production of publicity and marketing materials.
- Any other reasonable duties as required by RRT.

The role will be based within RRT offices in Clitheroe (Tuesday, Wednesday and Thursday), but with optional hybrid working from home (Monday and Friday), and duties will be delivered across the wider catchment area.

### Person Description

The successful candidate will be able to demonstrate that they are exceptionally self-motivated, a good communicator and are passionate about improving the environment, and working with volunteers. A good knowledge of the Ribble Catchment will also be beneficial.

#### Essential

- Valid driving licence and own car, insured for business use
- Degree level, or equivalent related experience, in a relevant environmental topic
- Knowledge of Freshwater Invertebrates and identification experience

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- Experience of working with and supervising volunteers
- Experience of successful project delivery, including producing reports
- Experience of Geographical Information Systems (GIS)
- Good data management skills
- Ability to work on the differing tasks identified in the Job Description at the same time
- Good presentation and communication skills for a range of audiences
- Good interpersonal skills, both face-to-face and over the phone
- Working within a collaborative team
- Reliability, good attendance, and work performance
- Ability to set performance objectives and ensure these are achieved
- Excellent organisational /admin skills and attention to detail including:
  - Good IT skills / maintaining a filing system
  - Keeping records of work undertaken
  - Keeping records of expenses incurred
  - Awareness of the need for confidentiality

### Desirable

- Understanding of the interactions between land management and rivers and how this can be used in river restoration
- Knowledge of freshwater ecosystems and understanding of priority habitats and species
- Knowledge of the Ribble Catchment.

**The closing date for this position is the 16<sup>th</sup> of August 2022 with interviews in the week commencing 22<sup>nd</sup> of August 2022.**

## Green Recovery Challenge Fund



Department  
for Environment  
Food & Rural Affairs

The  
National Lottery  
Heritage Fund



Environment  
Agency

