

# Job Description

## Land Management Project Officer



Purpose:	To support and deliver land management activities that improve the Ribble Catchment
Reports to:	Head of Land Management
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 conserve the Ribble Catchment, particularly its rivers, brooks, becks and streams. Since 2010 we have grown from a team of three to 25. We work at catchment and project scales by delivering a range of activities to 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.

RRT is currently involved in a number of projects and programmes, both as delivery and lead partner across the catchment. In 2021 Yorkshire Dales Millennium Trust funding secured funding for the “Deeper Connections” project through the Green Recovery Challenge Fund. As a delivery partner in this project, Ribble Rivers Trust is overseeing the creation and improvement of a range of habitats centred around the Long Preston Deeps SSSI. This includes woodland creation and management, hedgerow creation, and wetland creation.

As such, we are looking to recruit a competent, dynamic, and enthusiastic person with a passion for the environment. The successful candidate will work within the Land Management Team, supporting the Farm Advisors in achieving the aims of the Deeper Connections Project. As such this person should have experience in habitat management and creation, from approaching landowners, to supervising contractors. The role requires a confident and clear communicator with experience in engaging and working with farmers, landowners, partners, contractors and volunteers, as well as a proven track record in practical project delivery. The successful candidate will join a vibrant and talented team of 25 delivering a diverse portfolio of projects improving rivers in the Ribble Catchment.

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.

# Job Description

## Land Management Project Officer



### Role Description

The Project Officer will support the Land Management team in delivery of projects and activities to improve the farmed environment and as such the duties will include:

- Supporting the delivery of new and improved habitat projects, including:
  - Contacting, visiting, and working with landowners
  - Consulting with partners
- Assisting with applications to obtain necessary consents and permissions (including Environment Agency permits, and landowner legal agreements)
- Assisting the procurement of works and services associated with farmland habitat management and creation, as well as and infrastructure improvements.
- Supervising contractors
- Where necessary liaising and co-ordinating with the Volunteer Supervisors to assist successful delivery of volunteer based habitat activities
- Undertaking site visits to monitor progress of works, keeping records and reporting onward
- Assisting with all necessary reports, and keep suitable records in line with the funding requirements and document retention policy
- Work with the Land Management team to ensure that project costs are in line with project budgets
- Assisting the wider Trust team 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.

# Job Description

## Land Management Project Officer



### 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, particularly farmland and rivers. 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
- Understanding of the interactions between land management and rivers and how this can be used in river restoration
- Experience in working with contractors
- Experience of successful project delivery, including producing reports
- Basic use and knowledge of Geographical Information System (GIS)
- 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

- Knowledge of agri-environment schemes
- Understanding of priority habitats and species
- Knowledge of the project area

**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

