

JOB DESCRIPTION

Job title:	Senior Nature Recovery Officer
Responsible to:	Head of Nature Recovery
Responsible for:	Project Staff
Purpose of post:	To support the delivery of the Nature Recovery Strategy by facilitating changes in land management across Leicestershire and Rutland that will create a network of wildlife-rich places that are bigger, better connected and contributing to nature recovery at a landscape scale.

Main responsibilities of the post:

- Develop and oversee nature recovery projects, ensuring all targets are met, budgets are adhered to, and evaluation, reporting and financial claims are carried out in a timely way that meet funder's requirements.
- Develop initiatives that relate to the Nature Recovery Strategy, with a wide range of partner organisations and by using nature-based solutions secured with adequate funding for delivery and longer-term maintenance and management.
- Work with Fundraising Team to help develop other income generation initiatives and activities that relate to the Strategy and which will enable landowners and partnership organisations to contribute to nature recovery on the ground.
- Represent and promote LRWT at external meetings, partnerships, media where able to promote nature recovery, landscape-scale approaches and nature-based solutions.
- Contribute to strategic plans and initiatives aimed at delivering Nature Recovery within Leicestershire & Rutland.
- Provide advice to private landowners and partners on land management, particularly related to agricultural and other land management practices and where appropriate use as an income generating source.
- Support the Nature Recovery Team through management of project and trainee staff, ensuring clear objectives set, regular feedback given, and development opportunities in place.
- To provide analysis and interpretation of conservation data to inform and influence key stakeholders, inform on opportunities and threats to biodiversity, and support calls for action.
- Support the Trust in advocating for nature through expert advice and evidence.

- Increase awareness of conservation in the community by managing conservation engagement events such as talks and guided walks and helping with volunteer activities.

PERSON SPECIFICATION

Skills

- Excellent communicator (both written and oral)
- Personnel management and interpersonal skills
- Excellent time management, prioritisation and ability to meet deadlines
- Numeracy and management of budgets and contracts
- Project monitoring, evaluation and reporting including financial monitoring
- Innovative thinking and identification of fundraising opportunities
- Confident with IT on a range of applications e.g. Microsoft Office, GIS (QGIS) software
- Ability to build and maintain professional relationships

Knowledge/Experience

- Education to degree level or have proven substantial relevant experience in nature conservation
- Successful advocacy of land management for nature to different audiences
- Working with land managers to secure environmental management in agricultural/woodland settings
- Experience of grant management processes
- Management of budgets
- Project development, evaluation, planning and management
- Working with contractors and/or volunteers
- Knowledge of wildlife conservation, designations and legislation framework within England
- Knowledge of agri-environmental schemes
- Landscape-scale assessment and implementation of management

Attributes

- High personal standards and pride in quality of work
- Enthusiastic, positive approach and self-motivated
- Articulate, clear, focussed and persuasive
- Reliable and honest
- Resilient and persistent

KEY TERMS AND CONDITIONS OF EMPLOYMENT

Employer:	Leicestershire and Rutland Wildlife Trust
Place of work:	The Trust's Central Office, currently at The Old Mill, 9 Soar Lane, Leicester. Or our Rutland Water Volunteer Training Centre Oakham Rd, Oakham LE15 8AD
Salary:	Circa £31,000
Hours of work:	35 hours per week. Flexible working will be required to include evenings and weekends. Overtime is not payable, time off in lieu may be taken when additional hours are worked.
Leave:	Annual leave entitlement is 25 days plus statutory public holidays per annum pro rata.
Pension:	The Trust operates an Auto-enrolment Pension Scheme and pays an employer contribution of up to 7% of gross salary contingent on a 50% matching contribution from the employee
Death in Service:	Death in service cover is provided at three times annual salary.
Training:	A training budget is allocated to this post and on-the-job training will also be given.
Travel:	A full, current driving licence is essential. Trust vehicles can be used, if available, otherwise the standard Trust mileage rate will be payable for the business use of the post holder's private car.
Probation period:	A probationary period of six months applies, during which new employees are expected to demonstrate their suitability for the post.
Equal opportunities:	The Trust's Equality and Diversity Policy is available on request. The requirements for outdoor work in areas with access difficulties should be borne in mind by applicants.
Environmental policy:	The post holder will be expected to carry out their job responsibilities in an environmentally aware manner, ensuring as little damage to the environment as possible. LRWT aim to ensure all resources are utilised effectively and efficiently. The post holder will be expected to apply 'sound value for money' principles in undertaking purchasing or supply of goods and services.

Closing Date: 2nd January (12:00)

Interview Date: 9th January