**Landscape Recovery Project Manager**

**Job Description and Person Specification**

**Reports to:** Head of Freshwater

**Contract:** Fixed term until April 2026

**Hours:** 37.5 per week

**Based at:** Elm Tree Court, Devizes with some home working available

**JOB PURPOSE**

Contribute to the work of Wiltshire Wildlife Trust (WWT)’s Water Team improving wet habitat and restoring rivers in Wiltshire, with the ultimate goal to create a sustainable and resilient ‘wet’ Living Landscape in the county.

**DIMENSIONS**

There are no direct line management responsibilities. The postholder will be responsible for individual project budgets and managing grant claims.

**MAIN DUTIES AND RESPONSIBILITIES**

The Landscape Recovery Project Manager will be responsible for the day-to-day delivery of the 2-year project development phase of the Landscape Recovery funded Wylye Chalk Stream Project. This includes:

* The development and delivery of:
  + Land management plans
  + Blended finance plan
  + Project implementation plan
  + Stakeholder engagement plan
  + Site access plan
  + Monitoring and evaluation plan
  + Legal consents and permissions
* Working closely with, and supporting farmers and land managers whilst undertaking surveys and developing opportunities for environmental uplift on their landholdings.
* Developing and maintaining good working relationships with partners, stakeholders, farmers and land managers involved within the project.
* Procuring and managing consultants and contractors.
* Ensuring health and safety compliance, including writing risk assessments and completing CDM paperwork where appropriate.
* Managing project budget and grant claims.
* Any other duties as may be required which are commensurate with this post.

The postholder will also support the wider work of the Water Team to deliver river and floodplain habitat creation and restoration across Wiltshire.

**SAFEGUARDING**

Wiltshire Wildlife Trust is fully committed to safeguarding the welfare of all children, young people and adults at risk. All WWT staff will receive safeguarding training and must ensure that they comply with WWT’s safeguarding policy.

**BACKGROUND**

WWT’s Water Team has been working to create and restore rivers, floodplains and wet habitats across Wiltshire for over 20 years. The ambitious Wylye Chalk Stream Project (WCSP) forms part of this work. The WCSP covers over 800ha of the Wylye valley and includes over 20 different landowners and land managers. The project aims to re-establish the dynamism, diversity, and overwhelming ecological abundance of the Wylye Valley. Like many, the River Wylye has been dredged, straightened and polluted over the last few centuries, putting its unique flora and fauna at risk of irreversible decline. This is an unprecedented opportunity to restore the river’s natural relationship with its floodplain along over 20km of now under-utilised farmland.

**WORKING RELATIONSHIPS**

The post is based within WWT’s Water Team and you will work closely with the other team members along with other departments within the Trust, including the wider Nature Recovery teams. The postholder will be working closely with the Head of Freshwater who will remain the project lead for the WCSP.

Externally, the postholder will be responsible for developing and maintaining working relationships with a diverse range of stakeholders with varying interests, making excellent communication and personal skills essential. Stakeholders include, but are not limited to:

* Project partner organisations including Wessex Rivers Trust and Wylye Valley Farmers.
* Statutory bodies including the Environment Agency and Natural England.
* Landowners and farmers.
* Stakeholders including angling clubs and local community groups.
* Contractors and consultants.
* Organisations including Wessex Water, Wiltshire Council and local councils.

The postholder will be comfortable dealing with people at all levels, from a variety of backgrounds and organisations.

**KEY CHALLENGES**

The post will require an enthusiastic, outgoing, knowledgeable and professional approach. There will be regular travel to sites for meetings and surveys and sometimes a need for evening and weekend work. Working on a broad ranging project scope and across multiple projects within the overall programme will require adaptability and an ability to effectively time manage and prioritise tasks.

**SCOPE FOR IMPACT**

The River Wylye forms part of the Hampshire Avon, the largest chalk catchment in the country. Chalk streams are unique, rare and fragile ecosystems that are suffering from current pressures and historic mismanagement. This project provides the opportunity to have a positive impact at a catchment scale like never before, restoring natural processes and water quality to the river and floodplain to protect the unique flora and fauna the river has the potential to support. Round 2 of Defra’s Landscape Recovery scheme is part of the pilot phase and the project has the scope to drive and shape environmental stewardship schemes going forward. Lessons learnt and plans developed through this project will therefore help inform wider chalk stream catchment restoration in the long term.

**EXPERIENCE, QUALIFICATIONS AND SKILLS REQUIRED**

|  |  |  |
| --- | --- | --- |
|  | **Essential** | **Desirable** |
| Qualifications | * Educated to degree level (or equivalent) in a relevant environmental or engineering subject.   **AND/OR**   * Ability to demonstrate significantrelevant experience. | * First aid. * Habitat / species survey training, including MoRPh, BNG and UK Habs * Health and Safety training, SMS TS or equivalent. * Water safety training. |
| Experience | * Ecological knowledge and understanding of freshwater ecosystems, monitoring and survey methods. * River restoration theory and practice. * Working with countryside and farming communities. * Working as part of a small team and independently. * Budget and project management. | * Knowledge of hydrogeomorphology and geomorphology. * Experience and/or understanding of private or blended finance markets * Water resource policy and legislation * Identifying funding opportunities and preparing bids. * Working with Natural England and the Environment Agency. * Experience working in chalk streams. * Awareness of Invasive Non-Native Species. * Understanding of CDM regulations. * Contractor and/or consultant engagement and management. * Licencing and consenting procedures. |
| Skills | * Demonstrable project management skills - excellent at organisation, planning and communication. * Presentation skills and confidence with public speaking. * IT literate - MS Office. * Full (clean) driving licence B and access to own vehicle for business use. | * Report writing. * Driving licence B+E (trailer). * Design drawing – CorelDraw, ArcGIS, CAD or equivalent. |
| Personal attributes | * Communicate clearly and concisely in a diplomatic and tactful manner. * Confident with meeting new people, making telephone calls and building strong working relationships. * Reliable, self-motivated and ability to work on own initiative. * Ability to work under pressure and meet multiple deadlines in a timely manner. * Team player. * Excellent organisation and planning skills. | * Ability to recognise the value of time and prioritising workload accordingly |

Special note:

This job description does not form part of the contract of employment but indicates how that contract should be performed. The job description will be subject to periodic review and amendment in consultation with the post holder. The post holder may be required to perform duties other than those given in this job description. The duties and responsibilities attached to the post may vary from time to time without changing the general character of the duties or the level of the responsibility entailed. Such variations are a common occurrence and would not in themselves justify the re-evaluation of a post. In cases, however, where a permanent and substantial change in the duties of the post occurs, consistent with a higher level of responsibility, then the post would be eligible for re-evaluation.

*THE REHABILITATION OF OFFENDERS ACT*

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job.

**YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS.**

If successful, you will be required to apply for a Disclosure and Barring Check from the Disclosure & Barring Service. The level of check required for this job will require a basic check for working with adults.

A copy of our Policy Statement and Code of Practice is available on request.