

JOB DESCRIPTION

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| Job Title: | Northamptonshire Landscape Officer |
| Responsible To: | Chequered Skipper Project Manager |
| Location: | Fineshade, Northamptonshire NN17 3BB (with the possibility of hybrid working. Frequent travel required to field sites across Northamptonshire) |
| Salary: | Grade C, £27,065 to £31,268 per annum, dependent upon experience, plus 8% pension contribution |
| Hours: | 1 FTE, 37 hours per week |
| Contract: | Fixed Term Contract until 31 March 2025 |

Job Purpose

- To drive recovery of threatened species of Lepidoptera by co-ordinating and implementing Butterfly Conservation's work in Northamptonshire in collaboration with project partners and local land managers.
- To deliver woodland management habitat creation and enhancement targeted at a suite of threatened species Northamptonshire woodlands. The project focuses on Wood White, Dingy & Grizzled Skipper, Concolorous, Liquorice Piercer and Adder, as well as delivering benefits for other species including Chequered Skipper.
- To plan, manage, supervise and assess the impact of woodland habitat management delivered by professional contractors, conservation partners and volunteers.
- Carry out detailed habitat assessments and monitoring to target the capital works of the project and measure the effectiveness of these activities in moving target species along the recovery curve.
- To work closely with our project partners, land managers and other conservation professionals working in the region to deliver the project outcomes.
- To assist Butterfly Conservation's finance and fundraising teams in complying with the funder's reporting procedures, and any requirements set out by other funders.

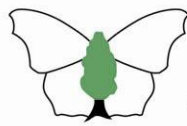
Main Responsibilities

- To implement and oversee the delivery of project activities as outlined in the project plan to enhance and create habitat in Rockingham Forest and South Northamptonshire woodlands for target species, in collaboration with key landowners and partners in the project.
- To manage and liaise with contractors and volunteers delivering management works as set out within the project plan.

- To obtain quotes, assist our Finance Team in issuing contracts, ensure health and safety requirements are met, within the project budget.
- To liaise with landowners as necessary to achieve the planned capital works, including providing specialist ecological advice to ensure habitat management achieves the desired species recovery outcomes.
- To oversee and participate in targeted monitoring of key species to plan, deliver and assess the success of habitat management. This will involve evaluating habitat condition including woodland structure, key plant indicators and species responses both before and after management.
- Use GIS and other techniques to ensure capital works are targeted as effectively as possible for enhancement, restoration and creation of new habitat. Ensure all records and activities are recorded and mapped.
- Disseminate the impact of BC's work including giving presentations, media interviews, preparation of reports, and through social media.
- Undertake day to day management of the project, providing interim reports, budget updates etc in collaboration with line manager when required.
- Undertake data entry and data manipulation, including producing maps using GIS to deliver capital works and impact monitoring and in production of project reports.
- Recruit, train, direct and support a network of local volunteers in a programme of active conservation work targeting threatened species, including survey and monitoring as well as practical conservation tasks.
- To organise and deliver events for the community, raising awareness of the target species and their conservation.

General

- Promote BC's values (Excellence, Passionate, Inspiring, Collaborative) ensuring they are adopted in all aspects of the role.
- Undertake any other reasonable duties as required and commensurate with the grade of post.
- Undertake all duties and responsibilities in compliance with the rules and regulations encompassing equal opportunities to help foster a diverse workforce.
- Work in accordance with BC's policies, procedures, and codes of conduct.
- Actively participate in on-going professional development activities.



PERSON PROFILE

JOB TITLE: Northamptonshire Landscape Officer

| Technical/Specialist Skills | Essential | Desirable | Assessment method |
|--|------------------|------------------|--------------------------|
| Educated to degree level in a biological, environmental, forestry, or rural land use science, or equivalent experience | ✓ | | A |
| Competent field naturalist with a good understanding of the ecology of butterflies and moths | ✓ | | A/I |
| Experience of woodland management for conservation purposes | ✓ | | A/I |
| Knowledge of health & safety and risk assessment procedures | ✓ | | I |
| First Aid qualification (or a willingness to attend First Aid training) | ✓ | | I |
| Experience and knowledge of a wide range of computer software, including GIS (QGIS), email/internet, word processing, spreadsheets and databases | ✓ | | A/I |
| Data management experience (data recording, comparison, analysis and presentation of findings) | ✓ | | A/I |
| Experience of planning and running training workshops for adults and public events | | ✓ | I |
| Experience of working with volunteers, community groups and the general public | | ✓ | I |
| Knowledge of survey and monitoring techniques applicable to butterflies and moths | | ✓ | I |

| Budget Responsibilities | | | |
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| Experience of managing project budgets | ✓ | | A/I |
| Experience of reporting to funders | ✓ | | I |



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| Working with Volunteers/Managing External Partners and others | | | |
| Able to communicate with a wide range of individuals ranging from landowners, partner organisations and volunteers. | ✓ | | A/I |
| Experience of overseeing/managing external contractors | ✓ | | I |
| Good written, spoken communication and presentation skills for a wide variety of audiences | ✓ | | I |
| Experience of working with landowners and partner organisations (such as Forestry England and Natural England) | ✓ | | A/I |
| Experience of supervising and supporting volunteers | ✓ | | A/I |

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| Decision Making and Society Policy | | | |
| Empathy with the aims and objectives of Butterfly Conservation | ✓ | | A/I |

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| Personal Attributes | | | |
| Well organised and self-motivated; able to plan and undertake work on your own (or with limited direct supervision) | ✓ | | I |
| Able to prioritise, meet tight deadlines and use own initiative | ✓ | | I |
| Flexible: able to rapidly assimilate information and adapt to a changing environment | ✓ | | I |
| Able to work effectively and positively as a member of a team | ✓ | | I |
| Pragmatic, innovative, enthusiastic and able to motivate others | ✓ | | I |
| Able to manage potential conflicts by dealing with people in a calm and professional manner | ✓ | | I |
| Willing to work some weekends and evenings and away from home on occasions | ✓ | | I |
| Full driving licence (or means to travel around the area) with valid vehicle insurance for business use. | ✓ | | A |

Key:

A = Application

I = Interview