



South Tyneside Council

ECONOMIC REGENERATION

JOB DESCRIPTION

POST TITLE: Marine Parks Officer

GRADE: Band 5

RESPONSIBLE TO: Client Officer/Outdoor Facilities Officer

Overall Objectives of the Post:

We require the services of a Marine Parks Officer to work within the Heritage Lottery Funded Restoration of North Marine Park, South Shields. The role will be primarily based within the park and you will be involved in developing the proposed physical improvements to our park, but more importantly you will work with The Friends of North and South Marine Parks and other community groups to implement the extensive and exciting Activity Plan, to maximise the use of North Marine Park by residents and visitors alike. You will understand the importance of parks play in an urban environment and ensure they get support from the wider community.

You will be provided with the opportunity to allow you to work closely with a number of stakeholders in the interests of local residents; involving local people to ensure their ideas and interests are carefully considered. You will ensure that the issues which arise in a contemporary urban setting - potential anti-social behaviour, irresponsible dog owners, real and perceived safety and security issues - are identified and resolved.

You will have experience working in a similar role, understanding the knowledge and theory of Green Spaces and possess recent knowledge of Green Space Development policies and processes, including those relating to Biodiversity and Nature Conservation at national, regional and local levels. You will have excellent communication skills and experience working within the community is vital, preferably working with park user groups. A self-starter able to work on your own initiative or part of a team, you will be comfortable working outside normal working hours and willing to liaise with the Parks Maintenance Officer and provide a day to day presence for maintenance and management within the Park and in addition liaise with the Client Officer in the development and delivery of the North Marine Park Heritage Lottery Fund Programme.

Key Tasks of the Post:

1. *You will be involved in the restoration of North Marine Park. You will:*

- Liaise with officers involved in the management, maintenance, development and upgrading of North Marine Park as a significant heritage location.
- Work closely with the Friends of North and South Marine Parks, ensuring wherever possible their needs are met and the group continues to develop.
- Plan and co-ordinate a series of learning activities, events and family fun sessions in line with the agreed Activity Plan.
- Liaise with officers in South Tyneside Homes responsible for delivering the Apprenticeship and Traineeship programme and other officers as appropriate to ensure the park benefits from their work programmes.

- Maximise income generation, commercial sponsorship and promotional opportunities within North Marine Park to ensure sustainability of the project.
- Develop an annual programme of events and activities within the park, in association with the Friends of North and South Marine Parks.
- Liaise with the Police and other authorities to improve safety and personal security of visitors.
- Attend relevant meetings and undertake appropriate tasks associated with the delivery of the Heritage Lottery Fund scheme approved purposes of the park.
- Assist on all work required to comply with the criteria of Quality Schemes such as Green Flag Park Award, Investors in People, relevant 'Charter Marks' and so on, to ensure that we can demonstrate a commitment to continuous improvement.
- Provide a callout system to enable any unforeseen emergencies/incidents can be dealt with effectively and efficiently.
- Co-ordinate activities resources and facilities to achieve optimum community usage.
- Build capacity of local groups, raising awareness of the project and North Marine Park.

All employees have a responsibility to undertake training and development as required. They also have a responsibility to assist, where appropriate and necessary, with the training and development of fellow employees.

All employees have a responsibility of care for their own and others' health and safety.

The above list is not exhaustive and other duties may be attached to the post from time to time. Variation may also occur to the duties and responsibilities without changing the general character of the post.

Reference: VS/CL

Date: 6.08.18