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| **Job Description** | |
| **Post title** | Stockton and Darlington Railway -Walking and Cycling Route Development Officer (Temporary – three year post initially) |
| **JE Reference No** | N10989 |
| **Grade** | Grade 9 |
| **Service** | Neighbourhood and Climate Change |
| **Service Area** | Technical Services |
| **Reporting to** | Access & Rights of Way Team Leader, (or as directed by the Business Manager) and Project Steering Group |
| **Location** | Your normal place of work will be County Hall, then Meadowfield, but you may be required to work at any Council workplace within County Durham. |
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| **DBS** | This post **is not** subject to a disclosure. |
| **Flexitime** | This post **is** eligible for flexitime. |
| **Politically restricted** | This post **is not** designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State. |

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| **Description of role** |

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| To negotiate, design and develop walking and Cycling routes following the 26 miles of the historic Stockton and Darlington Railway, as part of the 200th anniversary of the railway in 2025, building on the access audit and route proposals produced by WSP in 2019. |

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| **Duties and responsibilities** |

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| work with landowners and land managers to secure agreements on new access, and to improve  existing access provision, across the three local authority areas (County Durham, Darlington  Borough and Stockton Borough), |
| design and manage the necessary contracts for physical implementation of access works, in order to provide continuous walking and cycling routes by 2025, |
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| promote public access to and enjoyment of the Stockton and Darlington Railway Heritage Action  Zone through advice and information on rights of access and responsibilities,  Identify and support delivery of other environmental enhancements in association with identified  access works  work with the relevant teams at Durham County Council, Darlington Borough Council, Stockton  Borough Council and the Tees Valley Combined Authority, |
| work with the Heritage Action Zone Project Manager, the Friends of the Stockton and Darlington Railway and other stakeholders to assist in the delivery of the wider project, including interpretation |
| provide regular reports as required. |
| To represent the Director of Neighbourhoods and Climate Change at meetings, working parties  etc., relevant to this post. |
| To undertake such other appropriately graded duties and responsibilities as may from time to time  be allocated to the post. |

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| **Organisational responsibilities** |

* **Values and behaviours**

To demonstrate and be a role model for the council’s values and behaviours to promote and encourage positive behaviours, enhancing the quality and integrity of the services we provide.

* **Smarter working, transformation and design principles**

To seek new and innovative ideas to work smarter, irrespective of job role, and to be creative, innovative and empowered. Understand the operational impact of transformational change and service design principles to support new ways of working and to meet customer needs.

* **Communication**

To communicate effectively with our customers, managers, peers and partners and to work collaboratively to provide the best possible public service. Communication between teams, services and partner organisations is imperative in providing the best possible service to our public.

* **Health, Safety and Wellbeing**

To take responsibility for health, safety and wellbeing in accordance with the council’s Health and Safety policy and procedures.

* **Equality and diversity**

To promote a society that gives everyone an equal chance to learn, work and live, free from discrimination and prejudice and ensure our commitment is put into practice. All employees are responsible for eliminating unfair and unlawful discrimination in everything that they do.

* **Confidentiality**

To work in a way that does not divulge personal and/or confidential information and follow the council’s policies and procedures in relation to data protection and security of information.

* **Climate Change**

To contribute to our corporate responsibility in relation to climate change by considering and limiting the carbon impact of activities during the course of your work, wherever possible.

* **Performance management**

To promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. Contribute to the council’s Performance and Development Review processes to ensure continuous learning and improvement and to increase organisational performance.

* **Quality assurance (for applicable posts)**

To set, monitor and evaluate standards at individual, team and service level so that the highest standards of service are delivered and maintained. Use data, where appropriate, to enhance the quality of service provision and support decision making processes.

* **Management and leadership (for applicable posts)**

To provide vision and leadership to inspire and empower all employees so they can reach their full potential and contribute to the council’s values and behaviours. Managers and leaders must engage in personal development to ensure they are equipped to lead transformational change; always searching for better ways to do things differently to meet organisational changes and service priorities.

* **Financial management (for applicable posts)**

To manage a designated budget, ensuring that the service achieves value for money in all circumstances through the monitoring of expenditure and the early identification of any financial irregularity.

*The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.*

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| Person specification | | |
|  | Essential | Desirable |
| Qualifications | Degree (or equivalent) in an environmental discipline, or appropriate  relevant experience as detailed below | Membership of Institute of Public Rights of Way and Access Management Limited. |
| Experience | Experience of developing and managing access and public rights of way projects.  Experience of working with landowners and managers.  Experience of project management.  Experience of partnership working.  Experience of securing project funding. | Experience of Public Rights of Way or access management in a local authority |
| Skills & Knowledge | Ability to analyse and resolve complex issues.  Ability to negotiate and communicate effectively, both orally and in writing.  Ability to resolve conflict.  Ability to use a range of ICT programmes  Rights of Way legislation and management. | Ability to work using own initiative.  Ability to understand interests of path users and land managers.  Ability to use GIS mapping systems  Knowledge of Local Government.  Knowledge of railway and natural heritage  Knowledge of Contract management? |
| Personal Qualities | Self-motivated and able to work under own initiative, but in accordance with the priorities of the project  A flexible approach to work and a capability to work under pressure to time restraints.  Willingness to attend meetings outside of normal working hours when required.  Ability to work in partnership with others and to forge effective working relationships.  Good general health.  Reliable.  Access to own transport or mobility support. | Ability to work as part of a multi-disciplinary team.  Ability to develop ideas and concepts into projects and policies.  Commitment to sustainable environmental policies. |