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| **Job Description** | |
| **Post title** | Farming in Protected Landscapes Officer |
| **JE Reference No** | N8711 |
| **Grade** | 10 |
| **Service** | Neighbourhoods & Climate Change |
| **Service Area** | Environment – North Pennines AONB Partnership |
| **Reporting to** | Programme Development Manager |
| **Location** | Your normal place of work will be AONB Office, Stanhope but you may be required to work at other AONB Partnership offices and facilities from time to time. |
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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** |

To support the delivery of the Farming in Protected Landscapes (FiPL) programme on behalf of the North Pennines AONB Partnership.

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| **Duties and responsibilities** |

* To provide a first point of contact between the AONB Partnership and potential applicants to the FiPL programme.
* To lead on conservation, land management and access advice and guidance, to promote high quality applications to the programme.
* To support applicants with their applications (and where necessary help guide subsequent delivery), especially those applicants that are ‘harder to reach’,or cluster/ group applications.
* To support the work of the FiPL Local Assessment Panel, including the provision of summary reports and recommendations on applications.
* To ensure compliance with the terms and conditions of support offered under the programme, including the management of multi-year agreements.
* To support the monitoring of progress towards the completion of funded projects.
* To support project and programme level evaluation, including reporting to Defra and the AONB Partnership.
* To help to ensure that action undertaken through the Programme is consistent with the established purposes and complementary to the purpose of AONB designation/UNESCO Geopark status.
* To undertake other duties as required, consistent with the responsibility level of the post, as directed by the Biodiversity Lead.

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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 | * HND or equivalent level qualification | * Degree in an environment, ecology or land management related subject |
| Experience | **Significant experience of**:   * Successful working with farmers and land managers to achieve conservation objectives, including through agri-environment schemes. * Practical experience of upland habitats – assessment, survey, restoration and management. * The implementation and monitoring of management plans and programmes of work. * Managing contractors. * Project and budget management. * Writing detailed and accessible reports. * IT software packages such as Excel and Word and GIS | * Upland hill farming. * The delivery of grant support for activities including conservation, access or farm sustainability. * Dealing with a broad range of people, but particularly the North Pennines community and their representative organisations. * Significant direct experience of protected landscapes and their management. * Experience of identifying training opportunities * Knowledge of national and local policy initiatives for rural areas and socio- economic issues facing the uplands. |
| Skills & Knowledge | * Ability to negotiate and build relationships with farmers, land managers and landowners to enable them to collaborate for nature conservation and ecosystem service outcomes. * Good ecological field skills, particularly relating to upland habitats * Ability to communicate effectively both orally and in writing and to articulate and win support for habitat management and the integrated management of the AONB, particularly with farmers. * Ability to develop strong partnerships and co-operation between organisations and between conservationists and land managers. * Ability to represent the AONB Partnership at public and other meetings. * Knowledge of current agri-environment schemes and emerging opportunities through ELM. * Knowledge of High Nature Value Farming, its opportunities and challenges. * Knowledge of characteristic habitats and species of the North Pennines. * Knowledge of natural beauty conservation, rural issues, farming challenges - particularly those affecting the uplands - and protected area management. | * Knowledge of upland hill farming systems. * Knowledge of climate change mitgation and adaption * Knowledge of land-based businesses and their management * Knowledge of the needs of the community and environment in the North Pennines. |
| Personal Qualities | * Considerable tact, strong relationship building and negotiating skills. * Ability to inspire trust and to facilitate collaboration – particularly amongst farmers and land managers. * Articulate, and capable of making a positive impact on the area and its communities. * Ability to work using own initiative, to generate ideas and to motivate others * An organised approach to work and a capability to work under pressure of deadlines and a heavy workload. * Ability to develop ideas and present them persuasively * Self-confidence, reliability and self-reliance and the ability to work without close supervision. * Ability to meet the transport requirements of the post. * Willingness to work outside normal office hours on occasions. | * A personal commitment to and interest in the North Pennines and the future of hill farming communities |