

Job Description : Sussex Flow Initiative Project Officer

Job title: Sussex Flow Initiative (SFI) – Ouse Catchment Project Officer

Start Date: ASAP / 1st October 2019

End Date: 30th September 2022

Background

SFI is a partnership which demonstrates a catchment scale approach to natural flood and drought management, It helps support the delivery of multiple benefits to communities and to the natural environment, by using a range of Natural Flood Management (NFM) techniques to create long term, low impact, sustainable and low cost actions which reduce downstream flood peaks and support sustainable land use alongside traditional flood risk management in urban and rural areas.

Since 2012, the Sussex Wildlife Trust, the Environment Agency and the Woodland Trust have been delivering an innovative Natural Flood Management project on the Ouse river catchment in Sussex, called the Sussex Flow Initiative - www.sussexflowinitiative.org. In 2016 Lewes District Council also joined the team. In 2017, the Environment Agency formalised their support of Natural Flood Management as a national policy and NFM is now embedded in UK flood risk management. Locally, we aim for this role to become part of a growing team of NFM practitioners responding to flood and drought across the region.

As a partnership project, SFI supports a whole range of stakeholders, communities, researchers and landowners to do their bit for natural flood management. The new NFM project officer will focus their work on the Ouse river catchment delivering practical NFM works, training others in NFM methods, creating Case Studies, innovating, and establishing and disseminating NFM best practice. They will also help to embed NFM in catchment partnerships, local flood action groups and other relevant community organisations.

The map at the end of this document shows the project area including the Lewes District focal area.

The Role

The contractor will be employed as staff at the Sussex Wildlife Trust, and will deliver the project outcomes set out by the SFI steering group. These include :-

Delivery: (Expected to be 70% of work focus).

- Working with project partners, community groups, landowners, contractors and volunteers to deliver site based projects in a timely, safe and cost effective manner including :-
 - A range of practical NFM works including leaky dams, hedgerow and woodland planting, washland creation, ponds and seasonal water storage features, land drainage reduction and silt traps.
 - Creating priority water dependent habitat and habitat of principal importance (NERC Act) including hedgerows, woodland, wetland, fen and standing open water.

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- Liaising with landowners and producing bespoke, site based NFM plans
- Working with the Ouse & Adur Rivers Trust and Lewes District Council on the Wivelsfield, Meeching Valley and Ringmer NFM projects.
- Collating / interpreting an NFM evidence base to target work – including ARC-GIS mapping
- Achieving agreed project milestones and an agreed plan of works
- Mapping and quantifying the uptake and success of capital and habitat works using GIS
- Undertaking appropriate Health and Safety assessments and procedures

Advocacy : (Expected to be 30% of successful contractors focus).

- Working with the Project manager, SFI Steering Group and catchment partnership to promote SFIs experience of NFM implementation in lowland catchment delivery in the Ouse catchment.
- Occasional pan-Region / UK advocacy.
- Holding events and giving talks for communities / stakeholders.
- Providing training and upskilling events on NFM methods to local stakeholders and contractors.
- Producing Case studies, technical advice sheets, information videos and leaflets with SWT support.
- Managing and responding to media with support of SWT including Twitter, Facebook and blogs.
- Writing an end of year report detailing project successes and milestones with project manager.
- Engaging with and advising community groups, landowners, and stakeholders on NFM measures and their wider benefits.
- Maintaining website content (Project Manager led).

Terms :

The role anticipates 35 hours a week (7 hours per day) project officer input with Flexitime and tbc 22 days holiday p.a. The Project officer will work a combination of office based (Woods Mill, Henfield) and home based hours depending on location. SWT staff have access to pool cars based at their Woods Mill office. Additional business (travel) costs can be reimbursed upon the production of valid receipts

The role is managed by the SWT Living Landscapes Officer (Fran Southgate) and the head of Policy and Conservation (Henri Brocklebank), who will manage, train and support the project officer. The strategic direction of the project is led by the SFI Steering Group (EA, SWT, WT, LDC).

Project officer requirements, attributes & qualities

Experience

Essential

- Experience of working with landowners and a range of other stakeholders
- Experience of working with volunteers, community groups and of managing contractors
- Experience of delivering practical (conservation) tasks and projects
- Experience in the collation, interpretation and presentation of ecological information and professional reports

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Desirable

- Experience of working at a catchment scale
- Experience in the science and ecology of different NFM measures
- Website management skills
- Experience working with research institutions
- Experience of NFM and RAF delivery
- Experience of generating public facing press and media, and of public speaking

Knowledge

Essential

- An understanding of NFM types/ techniques and the role they play in landscape, drought and flood management
- A working knowledge of environmental & conservation policy and issues (particularly flood related)
- An understanding of riparian and landscape ecology
- An understanding of health and safety issues and protocol

Desirable

- An understanding of the Water Framework Directive, Working with Natural Processes initiative and practical applications at a local scale, particularly via catchment partnerships
- An understanding of NFM monitoring and research
- Knowledge of forestry / agricultural policy and practice, and relevant landowner incentive schemes
- An understanding of legal restrictions relating to watercourses, floodplains and protected species and sites

Skills

Essential

- Good communication skills showing enthusiasm, diplomacy & persuasiveness
- Previous experience of advocacy and partnership working
- Able to work independently with good time management and little supervision
- Effective IT skills including excel and ARC- GIS
- Good project planning and project management skills
- Full driving licence and access to vehicle

Desirable

- Chainsaw qualification
- An innovative approach to positively changing the location conservation landscape

Timetable

Stage	Date
Release of Job Advert	15.8.19
Submission of Applications	To arrive by midday on 5.9.19
Deadline for questions	Up to end of play 4.9.19
Proposed timetable after submission of applications This may be subject to change and dependent on the number of applicants	

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Interviews	13.9.19
Applicant notification	Latest 16.9.19
Award of contract & signing	A.S.A.P after 13.9.19
Pre-project start meeting	Subject to staff and steering group availability
Contractor start	A.S.A.P

Postal address for submission

All hard copy documents submitted should be addressed to ;

Fran Southgate
Sussex Wildlife Trust,
Woods Mill,
Henfield,
West Sussex,
BN5 9SD

Email address for questions and electronic submission of tenders :

fransouthgate@sussexwt.org.uk (preferred contact)

Telephone contact details :

The Project Manager can be contacted by telephone; however in the first instance correspondence is preferred by email.

Office:	01273 497555
Mobile:	07825 797520

Applicants are encouraged to ring the Project Manager for a discussion about the role



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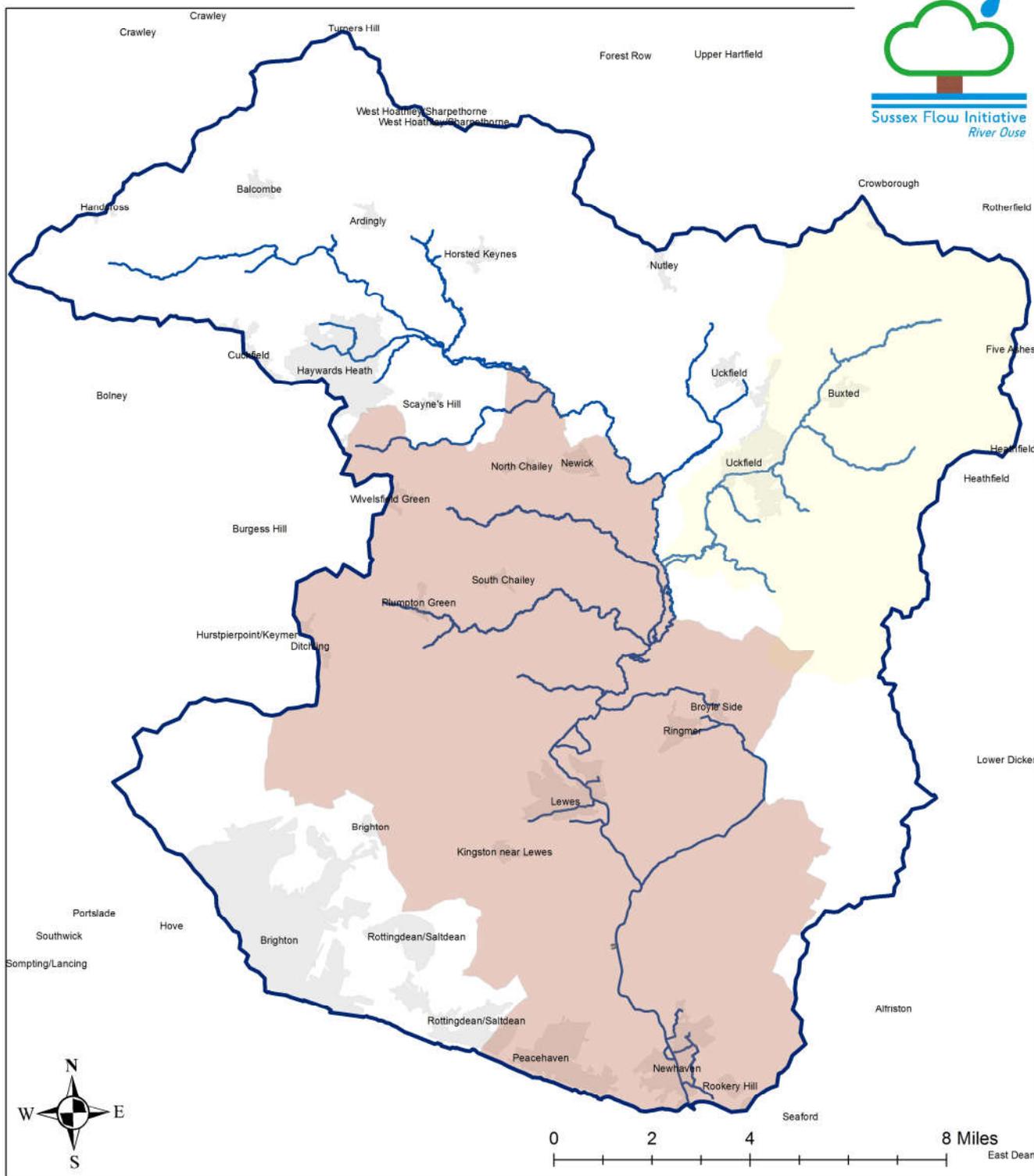


Environment
Agency



Lewes District Council

Ouse Catchment Showing Lewes District & Uck Sub-Catchment



Legend

NAME

- Lewes District
- Uck Catchment
- Urban areas
- Main rivers

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