



1. JOB DESCRIPTION

IDENTIFICATION OF JOB

Job Title	:	City Nature Recovery Officer
Group/Team	:	Nature Recovery (South)
Working Base	:	The Old Ragged School
Responsible to	:	Senior Conservation Officer (South)
Responsible for	:	Volunteers
Overall Purpose of Job	:	To champion the delivery of a vision for a Nature Recovery Network of connected high quality natural spaces across the City of Nottingham, and wider cityscape out to the rural countryside of Nottinghamshire. This will be achieved through supporting the development of a compelling vision, connecting to and influencing Local Authority planning and wider policy decisions, influencing key housing and commercial developments directly and by building partnerships to achieve positive outcomes for wildlife and people.
Main Responsibilities	:	<ul style="list-style-type: none">• To provide backing and support to Senior Conservation Officers (South & North) in reviewing and commenting on planning consultation matters.• Support the development of, and build support for, a nature-first vision for the City of Nottingham• Identify and seek to influence key Local Planning, Green Infrastructure Strategies and other key policy such as Place making policy• Seek to influence key developments to secure net gains for wildlife• Engage with and involve NWT membership, local groups and volunteers in local planning work to help them to protect wildlife in the City of Nottingham• Act as a key advocate for the Trust on key groups and partnerships, liaising with key stakeholder groups, colleagues in other organisations, and also Local Groups and volunteers

2. JOB SPECIFICATION

- Line Management and Supervision** :
- The post holder has direct responsibility for volunteers. This will include long term office-based volunteers who assist with planning work and also supporting SLA delivery by supervising the work of volunteer groups on sites.
- Responsibility, Budgets and Other Resources** :
- Set-up and manage the project plan to deliver the aims of the role, keeping relevant staff members and leaders informed of progress
 - Ensure a robust tracking system is in place to enable regular reporting against targets
- Work Complexity** :
- Communicate and work with a wide range of partners at all levels
 - Act as a credible source of ecological expertise on wildlife and habitat creation and management, both internally and externally.
 - Influence local government planning and policy
 - Utilise ecological knowledge and understanding of the intrinsic, social and economic importance of nature, to produce compelling narratives to build support for delivery of the vision
 - Support the work of the Nature Recovery team, in the production and implementation of effective site management plans and responses to planning applications.
- Decision Making, Creativity and Innovation** :
- The post holder will play an important role in communicating the importance of wildlife for society and the economy.
 - The post holder will have the flexibility to create connections and partnership to further the delivery of the Nature Recovery vision.
 - The post holder will support the delivery of the Nature Recovery vision for the City by working with a wide range of partners including local naturalists, academic institutions, partner organisations, members and volunteers.
- People, Contacts and Representation** :
- The post holder will build strong relationships and represent Nottinghamshire Wildlife Trust externally, with community groups, Local Authority staff and elected Councillors, conservation organisations and members of the public, enabling and inspiring people to take action for wildlife.
 - The role includes increasing awareness of, and involvement in Nature Recovery, giving talks and presentations, and undertaking relevant media activity when required.
 - Working closely with other members of the Nature Recovery

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team and across teams, Trust Committees, local groups and volunteers, including supporting our people engagement projects with technical advice and contacts

Working Conditions

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- Full Time (37.5 Hours)
- Permanent
- This role is based at the Trust offices on Brook Street but there will be a need for regular travel across the County.
- Occasional evening and weekend working will be required.
- In order for the organisation to work effectively, the post holder may be required to assist with other areas of work and therefore should be prepared to undertake other duties appropriate to the post.



3. PERSON SPECIFICATION

Job Title	:	City Nature Recovery Officer
Team	:	Nature Recovery South

- Experience** :
- Good experience of the land-use planning system, and the workings of local authorities (essential)
 - Experience of the housing and development sector (desirable)
 - Experience of project management (desirable)
 - Experience of working with and influencing a wide variety of people at all levels (essential).
 - Experience of working with Volunteers (desirable)
 - Experience of presenting with impact (desirable)
 - Experience of using social media and other communication forums (desirable)
- Competence, Knowledge & Skills** :
- Degree and preferably a postgraduate qualification in Ecology or a related science (essential)
 - Good working knowledge of UK nature conservation policy (essential)
 - Familiarity with the wildlife and ecology of the Midlands (essential)
 - Knowledge of the Town and Country Planning System and nature conservation legislation (essential)
 - Good working knowledge of the Water Framework Directive and the Catchment Based Approach (desirable);
 - Ecological survey and GIS mapping skills (essential)
 - Word processing and other IT applications (essential)
 - Management of positive relations with a wide range of partner organisations and stakeholders (essential)
 - Excellent written and oral communication skills (essential)
 - Letter and report writing (essential)
 - Strong organisational skills with the ability to prioritise workloads and meet deadlines (essential)
 - Strong influencing skills (desirable)
- Personal Qualities** :
- High level of enthusiasm, self-motivation and self-discipline (essential)
 - Possessing gravitas and confidence to make approaches to a variety of external colleagues and the public (essential)
 - Ability to work as part of a team and on own initiative (essential)
 - Ability to negotiate and resolve potential conflicts (essential)
 - Flexibility of approach to wide-ranging tasks (essential)
 - Commitment to nature conservation and equal opportunities (essential)
 - Clean driving licence (desirable)