

**Post Specification**

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| **Date** | **November 2024** |
| **Post Group Number** | **8391** |
| **Post Title** | Nature Manager |
| **Job Family**  | Organisational Support |
| **Job Family Role Profile** | **OS14** |
| **Final Grade** | **Grade 14** |

**To be read in conjunction with the job family role profile**

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| **Service Area description** |
| Climate Change and Natural Environments, Thriving Places.Nature and Climate Change are key priorities of Westmorland and Furness Council having declared both a climate and biodiversity crises. W&F are aiming to be at the forefront of tackling nature recovery and enhancement and the challenges these presents, building on the Local Nature Recovery Strategy and the Nature and Biodiversity Action Plan Part 1 in April 2024.  |
| **Purpose of this post**  |
| To lead the delivery and management of the council’s Nature and Biodiversity Action Plan and to lead a small team focusing on a range of nature projects including complex and high value projects. To work closely with the senior service lead, ecology lead and climate change lead to deliver the goals of the Climate and Nature team and work with other officers, members, partners and other stakeholders, co-ordinating nature enhancement and protection, actions across the council and our area. |
| **Key job specific accountabilities** |
| 1. Day to day management of the Nature sub-team within the Climate and Nature team.
2. Drafting, delivery and monitoring of the council’s Nature and Biodiversity Action Plan
3. Establishing a project management approach to implement the Nature and Biodiversity Action Plan ensuring effective and efficient team performance.
4. Lead the delivery of the Local Nature Recovery Strategy for the Council and collaborate with key stakeholders across Cumbria to provide efficient and effective governance and reporting.
5. Work with elected Members and other Senior Service Leads across the organisation to identify and implement new innovative solutions to nature recovery.
6. Identifying new and managing existing nature projects that are part of the Climate and Nature team’s portfolio. Including structuring, developing and empowering the team to deliver the plans, projects and objectives set.
7. To identify opportunities for funding nature recovery and sustainable projects and to manage existing projects in accordance with team or wider budgets.
8. Help ensure the council complies to all requirements within the Environment Act and Environment Improvement Plan, coordinating the reporting on the biodiversity duty.
9. To carry out research, data collection and monitoring in relation to the nature recovery and environmental policy and to advise upon complex issues related to nature enhancement and protection.
10. To oversee and prepare reports, statements and written evidence including quarterly performance data and KPI progress.
11. Ensuring the council’s data on biodiversity is accurate, useful and appropriate for reporting.
12. To act as nature champion within the council working with other service areas to identify new ways and improve existing ways in which the council interacts with the natural environment during its day-to-day functions including promoting the council value of being ecologically aware.
13. To work with key partners and other external stakeholders, including communities and local interest groups to develop and implement nature recovery opportunities in Westmorland and Furness and Cumbria.
14. Ensuring all activities are carried out in accordance with the Council’s constitution, regulations, policies, and national standards.
15. The post holder will actively assist the council in meeting current and emerging requirements of equality legislation and comply with measures that are introduced to ensure equality of opportunity and non-discrimination.
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| **Please note annual targets will be discussed during the appraisal process** |
| **Key facts and figures of the post** |
| **Budget Responsibilities** | * Yes – will have responsibility for relevant budget decisions
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| **Staff Management Responsibilities** | * Yes
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| **Other** |  |
| **Essential Criteria - Qualifications, knowledge, experience and expertise** |
| Essential* Degree level or equivalent in a relevant field eg. Geography, Environmental Sciences, Ecology
* Knowledge and understanding of nature recovery and enhancement.
* Knowledge of relevant national and international legislation and policy relating to nature and biodiversity
* Experience leading a small team.
* Experience of Project Management
* Experience of working with a wide range of partners and stakeholders and providing advice and guidance to a range of audiences
* Strong organisational and time-management skills, including the ability to prioritise workloads and show a flexible approach to meet tight deadlines.
* IT literate with a working knowledge of Microsoft Office

Desirable* Experience of working in and leading work within a multi-disciplinary workforce
* Ability to communicate effectively with a wide range of people to achieve required outcomes. This includes written and verbal communication skills.
* Ability to collect and collate information and present it in a clear and relevant manner.
* Experience of data handling and management such as Geographical Information Systems
* Experience of leading a specialist team
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| **Disclosure and Barring Service – DBS Checks** |
| * This post does not require a DBS check.
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| **Job working circumstances** |
| **Emotional Demands** | * N/A
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| **Physical Demands** | * N/A
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| **Working Conditions** | Hours are generally worked during normal office hours and subject to the Council’s flexible working schemes. Although the role is generally office based, there will be some flexibility to work from home, subject to agreement by the line manager. There is also a physical need to move throughout office buildings and attend external meetings with a variety of different organisations. |
| **Other Factors** |
| * The job holder must have the ability to travel independently around Cumbria.
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