



## JOB DESCRIPTION

### CATCHMENT MONITORING OFFICER

- REPORTS TO:** Head of Science and Partnerships
- MEMBER OF:** Science and Partnership Team
- RESPONSIBLE FOR:** No direct reports, but potential to build a team. Volunteers and contractors as/if required
- LOCATION:** This role will be either home based or hybrid working (home/office), with periodic 'field work' in the south east of England. Potential for occasional travel throughout the UK.

#### About us

The South East Rivers Trust (SERT) is an environmental charity dedicated to achieving healthy river ecosystems for all, across the South East of England. The Trust's mission is to deliver outstanding river ecosystem enhancement through science-based action, collaboration, education and engagement.

SERT is a member of the national Rivers Trust, and is part of the rivers trust movement which is comprised of over 60 local trusts, which are described as having 'wet feet' because they concentrate their efforts on practical environmental enhancement works on the ground. The Trust's core values are central to all we strive to achieve, including bringing positive energy, expertise and specialist knowledge to develop good relationships and to deliver to a high standard making a real difference to rivers and their catchment areas.

#### The role

The Catchment Monitoring Officer role is at the heart of being able to achieve our vision as it brings together data and evidence to inform a catchment based approach in understanding local rivers. You will be identifying issues that are impacting rivers and catchments, and identifying opportunities to target and implement solutions that will improve the health of the water environment.

The Trust is recruiting a new Catchment Monitoring Officer to join our growing Data and Evidence side of our Science and Partnerships team, within a wider organisation of more than 30 staff. While it is expected that this position will continue to be funded for a number of years, the position is initially offered as a one-year contract, until this continued funding is confirmed. We will consider both full and part-time (0.8 FTE [full time equivalent]) applications. Going forwards, the role will develop partnership projects on the theme of Water Quality and Quantity and steer our catchment work towards specific priorities. For example, the role will support our growing programme of work on Nature based Solutions (e.g. Natural Flood Management, treatment wetlands etc.), urban water management and rural land management and we are looking for someone with experience in this area that could further develop this. We would be interested to hear your skills and interests which align to these or other related areas, and how you would like to develop this role in the future.

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## Job Summary

There are two primary components to the role:

- (i) Work in partnership with other organisations to collate and analyse different Water Quality and Quantity datasets in the Medway catchment; and
- (ii) Support Catchment Officers, and others in the organisation, to understand Water Quality and Quantity datasets and target improvement projects to have a positive impact on our rivers.

This role will be essential to help us develop and plan a growing portfolio of landscape-scale Nature-based Solution (NbS) projects that will improve the resilience of our catchments, provide natural flood management benefits and support water resources. This is an exciting opportunity to establish NbS as common practice across our catchments, supporting a range of stakeholders in choosing nature recovery and working with natural processes, over engineered infrastructure, to achieve environmental outcomes and multiple benefits.

Working within the Trust's Science and Partnerships Team, you will be responsible for developing and implementing a Water Quality and Quantity monitoring programme to evidence the impact of a suite of NbS projects, ranging from single demonstration sites to sub-catchment scale suites of interventions. You will also collate and analyse historic Water Quality datasets and identify ways of using the data to refine targeting and design of NbS. Working with partners within the organisation and externally, you will identify requirements and resources needed for the successful design of a Water Quality and Quantity monitoring programme and work with contractors to deliver this on the ground. You will need to be practical and able to trouble shoot and solve technical problems in the field. Your experience will help communicate the impact of NbS, improve the design of NbS, inform projects across the organisation, provide support to project managers and inform the development of future projects.

The Trust aims to work in partnership with other organisations wherever possible to deliver multiple objectives, provide a joined up approach for stakeholders and avoid duplication of effort. You will provide scientific expertise to help communicate with a wide range of stakeholders and communities, through a range of media, for example: meetings, events, website, workshops, phone, social media, etc. You will be personable, diplomatic, questioning, able to explain technical concepts in simple terms, have strong facilitation skills and be passionate about rivers and the environment. This is an exciting opportunity to join a growing and dynamic team making a real difference for the environment.

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## Key Duties and Responsibilities

### 1. Collate, integrate and analyse historic Water Quality and Quantity datasets from a range of organisations

- 1.1. Source relevant datasets from partners and other organisations across the SERT area;
- 1.2. Manipulate and format datasets for analysis, this will require excellent software skills and experience;
- 1.3. Analyse and present data to understand temporal and spatial trends, identify issues and direct solutions;
- 1.4. Undertake Gap analysis and make recommendations for refinement of monitoring programmes to fill knowledge gaps and understand Water Quality and Quantity, so these can be improved through a variety of means e.g. NbS, land management, education and engagement, partnership working etc.;

- 1.5. Maintain good working relationships with partners, as well as expand and grow relationships with new stakeholders as required;
- 1.6. Represent the Trust at local meetings across the South East, leading on Water Quality and data and evidence;
- 1.7. Work closely with other staff at the Trust to use data and evidence to inform future project development aimed at improving rivers.

## **2. Develop and implement a Water Quality and Quantity monitoring programme to evidence the impact of NbS**

- 2.1. Identify and work with others to understand project monitoring objectives and parameters to evidence that these are being met;
- 2.2. Design Water Quality and Quantity monitoring programme to fit project time and cost constraints, deliver on agreed monitoring objectives, select techniques to provide temporal and spatial resolution data to achieve aims;
- 2.3. Adapt programme based on data gathered;
- 2.4. Maintain programme and any equipment used/deployed to ensure data quality and continuity;
- 2.5. Trial low cost Water Quality monitoring equipment.

## **3. Support SERT Officers and others**

- 3.1. Contribute to and support the work and growth of SERT, delivering the Trust's vision, mission and core values;
  - 3.2. Provide specialist Water Quality support to SERT staff, partners and stakeholders to identify project opportunities which will address the priority issues affecting the catchment and the priorities of the Catchment Partnership;
  - 3.3. Contribute to developing funding opportunities and fundraising for the Trust's activities;
  - 3.4. Contribute to the Trust's external communications (websites, social media and presentations), profile and good reputation;
  - 3.5. Work with other SERT teams to deliver a range of restoration and enhancement, education and engagement projects within the catchments;
  - 3.6. Other duties as may be appropriate to the position.
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## Person Specification

Please keep this list of requirements in mind, together with the Trust’s core values when completing your application. Knowledge, experience, skills and aptitudes will be assessed through the application process and at interview.

Requirements	Essential	Desirable
<b>Qualifications, Training &amp; Experience</b>		
A relevant degree and post-graduate qualification or significant experience in a relevant area: aquatic science, water quality, hydrology, environmental science, natural resource management or similar	X	
Excellent software skills for data handling, analysis, quality assurance, statistics and presentation	X	
Practical, problem solving and independent mind-set	X	
Experience of collating and analysing large datasets and summarising in an engaging way for external/non-technical audiences	X	
Basic knowledge of using, adjusting and setting up monitoring equipment, sensors, taking samples etc.	X	
Track record of successfully delivering projects and satisfying funders’ requirements		X
Experience of developing water quality improvement projects		X
Experience of managing projects		X
Track record of successful funding applications		X
A relevant first aid qualification		X
<b>Knowledge &amp; Understanding</b>		
Knowledge of the objectives , drivers and funding mechanisms of external stakeholders: water companies, local authorities, environmental NGOs, local businesses, land users and land owners		X
A good level of understanding of Water Quality and Quantity issues related to land management, wastewater treatment and urban sources	X	
Knowledge and understanding of the Catchment Based Approach (CaBA)		X
Knowledge and understanding of the Water Framework Directive (WFD)		X
<b>Skills &amp; Personal Attributes</b>		
Excellent communication skills, both verbal and written	X	
Organised	X	
A positive ‘can do’ attitude	X	
Ability to work as part of a team and independently	X	
Strong IT skills (email, MS Office, data analysis, statistics)	X	
Proficiency in GIS and spatial analysis		X
Ability to inspire and lead teams of volunteers/communities		X
Willingness to learn and be flexible to support the organisation	X	
<b>Miscellaneous</b>		
Full driving licence and access to private (or hire) vehicle for work purposes	X	
Ability to work occasional evenings and weekends	X	
Suitable, safe home working environment	X	
Understanding of Health and Safety risks and mitigating actions	X	

## Terms of service

**Salary:** £28,000 - £35,000 (pro rata for part time) commensurate with experience.

**Contract period:** The position is full time or 0.8 FTE, on a one-year fixed-term contract. It is expected that the role will continue, subject to performance and funding. The appointment will be subject to a six-month probationary period.

**Pension:** SERT operates a contributory pension scheme and will pay 9% of salary subject to a 6% employee contribution.

**Annual Leave:** Annual leave entitlement is 25 days plus public holidays (pro rata for part time)

**Hours of work:** Occasional evening or weekend work may be required, for which time off in lieu can be taken. No overtime will be paid.

**Driving licence and vehicle:** A full driving licence and access to your own transport is required. Access to a van will be provided for events.

**Location:** This role will be either home based or hybrid working (home/Leatherhead office), with periodic 'field work' in the south east of England. Potential for occasional travel throughout the UK.

We would prefer the post-holder to be based in the SERT area, but this is not an absolute requirement.

**Right to work in UK:** All applicants must have the right to work in the UK. We do not sponsor applicants from overseas.

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## Employee benefits

- Hybrid working and homeworking
  - Flexible and part-time working opportunities
  - Pension contribution of 9% salary, subject to 6% employee contribution
  - Life Assurance cover with SERT's Pension Scheme
  - Annual Cost of Living Adjustment Review (COLA)
  - 25 days annual leave per year plus bank holidays
  - Enhanced leave policies including sickness and maternity
  - Four staff away days per year
  - Commitment to career development and training
  - Free Employee Assistance Programme
  - Wellbeing team, with trained Mental Health First Aiders
  - Annual Staff Survey
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## Application process

At SERT we believe in equality of opportunity and positively encourage applications from suitably qualified and eligible candidates regardless of age, sex, race, disability, sexual orientation, gender reassignment, religion or belief, marital/civil partnership status, or pregnancy and maternity. We are committed to better reflecting society and the communities who use, need and enjoy our rivers within our workforce. We welcome requests for flexible working. All applications will be judged solely on merit.

Please email the following to [jobs@southeastriverstrust.org](mailto:jobs@southeastriverstrust.org):

- a completed application form
- a completed Equality and Diversity Monitoring Form

The deadline for applications is **Sunday 17<sup>th</sup> July**, with interviews taking place on **Wednesday 27<sup>th</sup> to Friday 29<sup>th</sup> July 2022** via Zoom. Please get in touch if you are unable to make these dates.

If you would like to discuss the position please email [jobs@southeastriverstrust.org](mailto:jobs@southeastriverstrust.org), with your enquiry and we will arrange to call you back.

Please note: All applicants must have the right to work in the UK. We do not sponsor applicants from overseas.

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## APPLICANT PRIVACY POLICY

When submitting your application to us, it is important you are aware of what will happen to your personal data after the position is filled. Please download and read our Applicant Privacy Notice from the website.