



Job Description

Project Officer (River & Catchment Restoration)

Reports to:	Senior Project Officer (Restoring Rivers and Catchments Team)
Responsible for:	Developing, managing and delivering a portfolio of restoration projects in rivers and their environments; collaborating with stakeholders; team management.
Location:	The role will be based at home, with on-site work across the SERT area. A minimum of one day per month will be in the office (Leatherhead).

About us

The South East Rivers Trust is an environmental charity bringing rivers and their catchments back to life. Working in 12 river catchments across the south east of England, the Trust connects communities and mobilises citizen scientists to educate and engage people on the importance of rivers, and supports and challenges stakeholders, businesses and individuals to protect them. The Trust uses data and evidence to target positive action and works with nature to make rivers healthy again. This includes tackling water pollution, addressing water scarcity, reconnecting rivers and restoring habitats.

Working at the South East Rivers Trust is rewarding, fulfilling and busy; we work collaboratively and with passion, and this is reflected in our core values of: delivering high quality work, using expertise and scientific understanding, building good and effective relationships and bringing positive energy to all we do. If this sounds like an environment that you would thrive in, we would love to hear from you. We lead on a range of exciting, challenging and fulfilling projects which vary significantly in size, complexity and type. No two projects are the same. We often have the opportunity to direct and mould them into novel, bold and ambitious schemes which are directed and/or monitored with a science-based approach.

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The role

Working in the Restoring Rivers & Catchments Team, you will develop and deliver a portfolio of physical enhancement projects on the ground. The Project Officer role is an exciting opportunity for an experienced and knowledgeable individual to build on their existing skills to oversee all stages of river and catchment enhancement projects, from conception to development, design and physical implementation.

River enhancement projects may typically include weir removals, fish passage easements (such as rock ramps, nature-like bypasses or technical fish passes) and river re-naturalisation projects (such as habitat enhancements, reconnecting floodplains & paleochannels, re-meandering, and backwater creation). Catchment management projects are likely to include wetland creation, Sustainable Drainage Systems (SuDS) and Natural Flood Management (NFM) measures. We would be interested to know about any experience you have in the above fields when you apply.

Using your freshwater expertise and proven ability, you will proactively lead on medium and smaller scale projects while working closely with other staff, external partners and stakeholders. You will work with the rest of the team, drawing on the experience of more seasoned staff to help your personal career progression and likewise overseeing Assistant Project Officer and imparting your knowledge onto them. Most importantly of all, you will support the whole team, your line manager and the wider organisation.

This role is offered on a permanent contract basis. This is an exciting opportunity to join and support a growing and dynamic team making a real difference for the environment.

Key duties & responsibilities

Developing and Designing Restoration/Enhancement Projects

1. Facilitate the identification, development and design of a programme of projects, using sound science and best practice.
2. Lead on both internal and external input of specialist/technical advice as required for project design (e.g. flood modelling, fish passage options and technical design).
3. Secure all necessary permissions as required, such as environmental consents (e.g. FRAPs), Planning Permission, landowner agreements etc.
4. Develop and maintain positive and professional relationships with partners and stakeholders, working with them to develop projects.
5. Contribute to funding and project management processes as required, including budget and resource management.
6. Collaborate with other staff in the design and implementation of monitoring programmes to evidence project outcomes.

Delivering Restoration and Enhancement Projects

1. Lead or support on the delivery of enhancement projects, managing colleagues, contractors, volunteers and partners to deliver, as appropriate.
2. Be responsible for engaging and managing contractors where appropriate.
3. Be responsible for Health and Safety compliance, promoting a collaborative approach to ensure successful project outcomes.
4. Where appropriate, support external partner organisations to deliver their own enhancement projects as part of wider restoration plans.

Contribute to the work of the South East Rivers Trust and its trading subsidiary

1. Contribute to the Trust's external communications (e.g. through websites, social media and presentations), profile and good reputation.
2. Support the fundraising and growth processes of the Trust and the rivers trust movement.
3. Use specific technical skills to support other staff and projects where appropriate. Mentor Assistant Project Officers where applicable.
4. Other duties as may be appropriate to the position.

Person specification

Please keep this person specification in mind, as well as the Trust's core values when completing your application. Knowledge, experience, skills, and attitudes will be assessed through both the application process and at interview.

Requirements	Essential	Desirable
Training and Experience		
Educated to at least degree level in a relevant field or equivalent relevant work experience in river restoration projects and /or conservation work.	X	
At least two years' experience either designing, overseeing or delivering freshwater and/or catchment enhancements or similar environmental projects.	X	
Demonstrable experience of successful project management including budgets, milestones and reporting.	X	
Certified training in relevant practical skills e.g. chain-sawing, brush-cutting etc.		X
Experience of working with contractors to deliver projects including procurement/tendering processes and contracts.		X
Knowledge and Understanding		
A good understanding of freshwater aquatic ecosystems.	X	
A good knowledge of the techniques used to improve rivers and their catchments	X	
A good awareness of health and safety legislation.		X
A good understanding of the challenges of working in the NGO sector and/or a small organisation.		X
Skills & Personal Attributes		
Competent, physically fit and comfortable to work in and around water.	X	
Excellent organisational skills.	X	
Proficient IT skills, particularly MS Office	X	
Excellent communication skills for both internal and external audiences.	X	
Genuine enthusiasm and passion for delivering healthy freshwater ecosystems.	X	
A self-starter, able to work to a common goal unsupervised.	X	
Miscellaneous		
Commitment to equality of opportunity.	X	
Full driving licence and access to private vehicle for work use.	X	
Ability to work occasional evenings and weekend if required.	X	
Suitable safe home working environment.	X	