

TOMINTOUL & GLENLIVET LANDSCAPE PARTNERSHIP

LAND MANAGEMENT OFFICER JOB DESCRIPTION

Fixed term 3.5 year contract. Salary band D; 30hrs per week.

The Tomintoul & Glenlivet Landscape Partnership is funded by Heritage Lottery Fund, Cairngorms National Park Authority, Crown Estate, Moray Council and Highlands & Islands Enterprise to deliver a range of cultural and natural heritage projects as part of the Tomintoul & Glenlivet Regeneration Strategy. A staff team and a range of local groups and volunteers will deliver and monitor the projects which have been identified and developed in the Landscape Conservation Action Plan.

The Land Management Officer will be based in Tomintoul and work flexibly as part of a small team. The Land Management Officer has specific responsibility for delivery of land based, natural heritage projects in the TGLP scheme and will also support other staff members where necessary. These projects include undertaking field visits and working with farmers on habitat improvements, particularly for wading birds; water quality and riparian improvements; footpath projects and working with local volunteers on smaller scale conservation projects. Site visits to farms, rivers and other outdoor locations will be required.

Overall Purpose

- To lead the delivery of the natural heritage and land based projects within the Tomintoul and Glenlivet Landscape Partnership (TGLP) scheme

Specific Project Responsibilities

- Deliver Peesie Project –engage with farmers and land managers, provide advice and support for Agri-Environment scheme applications to improve habitats for wading birds
- Deliver Water Environment projects – plan and oversee contracts to improve river environment; provide advice and support for Agri-Environment scheme applications to improve water quality and riparian areas; support local fishing groups to promote fishing in the area
- Co-ordinate Access project delivery - Speyside Way spur upgrade and new footpath creation
- Support the running of the Glenlivet Wildlife group, organising events, co-ordinating meetings and assisting with distribution of grant funding
- Develop network of footpath volunteers and support their training
- Support schools and other groups with natural heritage projects relating to TGLP
- Co-ordinate all monitoring activity for land based and natural heritage projects

Community

- Ensure the community is actively engaged in the progress and the delivery of projects

Partnership

- Work in partnership with the Project teams from a variety of organisations in order to deliver the land based and natural history projects as described above.
- Work closely with Estate staff, land agents and estate tenants to deliver the land based and natural history projects across the Glenlivet Estate and neighbouring estates.
- Communicate effectively with partners and engage new partners as required.
- Work with partners to secure identified external match funding sources

Project Management

- Work with partner organisations and project staff to ensure delivery of TGLP projects in line with project plans, activity plans and budgets.
- Ensure monitoring and evaluation requirements are met and reported
- Ensure good working relationships are maintained between project partners and links between projects are embedded and strengthened
- Manage relevant project budgets and provide information on budget claims and progress reports to the Programme Manager for the Heritage Lottery Fund and other funders as required

Communications

- Ensure all partners and the local community are fully engaged in and briefed on progress with the natural heritage projects delivery
- Deliver regular progress reports and communications to communities and partners including website, social media and written updates.
- Co-ordinate series of educational events – walks and talks relating to project delivery and progress

Other

- To carry out the above duties in line with the Cairngorms National Park Authority Policies and Procedures
- To carry out further duties as and when required in line with the grade of the post

Person Specification - Knowledge, experience and training**ESSENTIAL**

- Excellent communicator with positive and realistic 'can-do' attitude.
- Substantial experience of project planning, development and management, ideally in a natural heritage environment;
- Experience of budget and contract management;
- Good understanding of landscape, natural heritage, water environment, farming and rural development issues
- Experience of Agri-Environment schemes and an understanding of the application

process

- Experience of working in partnership with a range of stakeholders in the public and private sector, including community engagement;
- Computer and IT literate
- Ability to work on own initiative, delivering to agreed deadlines
- Educated to degree level or equivalent experience with a positive attitude to personal development
- Driving licence (Other arrangements will be considered for those with a disability which prevents driving)

DESIRABLE

- Knowledge and understanding of the Tomintoul and Glenlivet area
- Experience of working with volunteers
- Ability to work as part of a small team, helping out with other project work when necessary
- Previous experience of working with land managers and farmers