**Job Capsule Supplementary Information: Nature Conservation Officer**

**This supplementary information for Nature Conservation Officer is for guidance and must be used in conjunction with the Job Capsule for Job Family Place**

**Job Level 4 Zone 1**

**Camden Way category 4**

**It is for use during recruitment, setting objectives as part of the performance management process and other people management purposes. It does not form part of an employee’s contract of employment.**

**Role Purpose:**

To be lead officer for the Council in all matters relating to nature conservation and biodiversity, providing specialist strategic and technical advice and designing, procuring and managing effective partnership arrangements in the delivery of natural environment and health and wellbeing benefits from nature conservation, biodiversity, gardening and food growing activities.

**Outcomes or objectives that this role will deliver:**

* Act as the lead officer for all aspects of the Camden Biodiversity Action Plan.
* Devise, procure and programme manage partnership and internal delivery arrangements for green space volunteering programmes for nature conservation, biodiversity and food growing.
* Provide relevant technical and strategic guidance for planning policy and comment and advise on development schemes and planning applications to ensure appropriate regard for nature conservation.
* Act as a member of the Sustainability and Green Space management team to ensure nature conservation is included and embedded across the service.
* Determine and advise on policy across the Council to ensure nature conservation is considered at all levels.
* Manage the nature conservation budget and project funding.
* Advise on the ecological management of nature conservation sites and projects across the Borough.
* Maintain and improve biodiversity data for the Borough for use in all aspects of Camden.
* Develop and manage the Graduate Volunteer Programme.
* Deputise for the Head of Sustainability and Green Space as required.

**Note:** All Camden employees are expected to be flexible in undertaking the duties and responsibilities attached to their post and may be asked to perform other duties.

**Relationships;**

* Grounds Maintenance Monitoring Officers and Tree Officer – negotiating, influencing, advice
* Planners – influencing, negotiating
* Other Park staff – influencing, negotiating, changing motivation
* Policy & Senior Officers – influencing, negotiating, changing motivation
* Voluntary organisations – influencing, info exchange, advice
* NGO’s – info exchange, advice
* Contractors – influencing, changing motivation, negotiating, supervising
* Elected Members – influencing, advice, changing motivation
* Staff – influencing, negotiating changing motivation, managing
* Volunteers – influencing, negotiating changing motivation, managing

**Work Environment**

* The job requires flexibility as the post holder must respond to planning applications and development proposals on a regular basis.
* The post holder may also have to deal with emergency situations relating to wildlife incidents.
* The post holder is required to respond to and develop new systems as the policy and legal framework changes.
* Regular site visits required plus some outdoor working.
* The post holder may occasionally be required to work on events/education projects.
* Occasional outdoor conservation work required.
* Lone working in some isolated sites.

**Technical Knowledge and Experience:**

**KNOWLEDGE**

* Knowledge of nature conservation and biodiversity legislation, policy and strategy.
* Knowledge of land management for nature conservation in an urban environment
* Thorough understanding of planning frameworks and policies relating to nature conservation and biodiversity including biological databases and mapping.
* Knowledge of the role nature conservation plays as a community resource and in the provision of services to the Borough such as air quality and temperature regulation, and health and wellbeing.

**QUALIFICATIONS**

Essential:

* To have a relevant degree or qualification.

Desirable:

* Membership of professional body e.g. Institute of Ecology and Environmental Management
* Horticultural qualification

**EXPERIENCE**

* Managing a nature conservation service or similar (minimum of 3 years).
* Developing and implementing nature conservation policy and Biodiversity Action Plans.
* Providing strategic and technical input on nature conservation and biodiversity matters in planning policy, development proposals and planning applications.
* Management of sites and landscape development for nature conservation including supervising practical conservation tasks.

**SKILLS AND BEHAVIOURS**

* Able to research, collate, analyse and present information and statistical data using data bases and mapping software.
* Excellent written and verbal communication skills with the ability to express and present complex information accurately, clearly and concisely both orally and in writing to a variety of audiences.
* Able to provide in-depth policy analysis and advice.
* Able to work closely with elected members and lead public meetings.
* Able to devise contracts and manage contractors and volunteers effectively.
* Able to undertake a range of financial management activities in delivering services within set cash limits.
* Able to develop and maintain strong, creative and productive partnerships.
* Able to manage conflicting priorities, handle a busy workload and meet frequently changing deadlines.

**Camden Way Five Ways of Working**

*In order to continue delivering for the people of Camden in the face of ever increasing financial pressure, we need to transform the way we do things. We call this the Camden Way. The Camden Way is a key part of our transformation strategy often referred to as the transformation triangle which links the Camden Plan, the Camden Way and the Financial Strategy together.*

The Camden Way illustrates the approach that should underpin everything we do through five ways of working:

•Deliver for the people of Camden

•Work as one team

•Take pride in getting it right

•Find better ways

•Take personal responsibility

For further information on the Camden Way please visit:

<https://camdengov.referrals.selectminds.com/togetherwearecamden/info/page1>