



## Surrey Project Officer

### Job description

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Contract: permanent, full-time.

Location: home working, close proximity to relevant county essential.

Responsible to: Dr Pascale Nicolet, Freshwater Habitats Trust Technical Director and Newt Conservation Partnership CEO

Responsible for: Developing and delivering a programme of habitat creation, management, and monitoring, specifically for great crested newt, as part of the NatureSpace District Licensing scheme in Surrey.

### Background

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Freshwater Habitats Trust (FHT) is a small, friendly and ambitious conservation charity, which works to protect UK and European freshwater wildlife through practical, evidence-based and innovative nature conservation projects. Our organisation is well respected nationally and internationally, working with a national network of UK-based partners, the Wildlife and Countryside Link organisations, and the European Pond Conservation Network.

<https://freshwaterhabitats.org.uk/>

Amphibian and Reptile Conservation Trust (ARC) is the leading independent non-governmental organisation taking forward the conservation of amphibians and reptiles. Amphibian & Reptile Conservation believes that nature conservation and people are intrinsically linked and will inspire and encourage wide support and involvement.

<https://www.arc-trust.org/>

FHT and ARC are working together on the NatureSpace great crested newt District Level licensing scheme (link), via the Newt Conservation Partnership (NCP), a not-for-profit community benefit society whose sole purpose is to create, manage and monitor great crested newt aquatic and terrestrial habitat. <https://freshwaterhabitats.org.uk/projects/newt-partnership/>

### Role

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The role requires an enthusiastic Project Officer who will identify, plan and deliver habitat creation and management for great crested newts as part of the NCP Project team.

Landowner and stakeholder engagement is key for this role, as well as some experience of habitat creation and restoration, ideally for both aquatic and terrestrial amphibian habitats. NCP works to a high standard, in collaboration with both internal and external experts.



This is an exciting role with varied activities, including both desk-based and field work. If you enjoy working as part of a team and are looking to make a difference to the conservation of great crested newt and other freshwater wildlife, then this is the job for you.

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### **Landowner engagement and site identification**

- Liaise with potential landowners and other stakeholders to identify sites of high quality potential, including site visits and presentations
- Assess site suitability and priority according to NCP aims, ensuring that only sites of high quality potential are selected
- Liaise with other members of the team to ensure efficient coordination of site identification in a particular area

### **Habitat creation and management delivery**

- Draw up outline work plans for agreement by landowners and/or land managers using set templates and best practice principles
- Draw up compensation agreements with landowners/managers
- Obtain quotes, select and set contracts with contractors in accordance with NCP procedures
- Ensure any permissions required are in place before on site work begins (e.g., for SSSIs)
- Carry out or ensure that suitable site checks and investigations are carried out prior to the practical delivery phase (e.g., protected species surveys)
- Ensure adequate on site supervision is provided during habitat delivery work in accordance with company H&S policy
- Ensure that high quality technical delivery is achieved by drawing on both external and internal scientific knowledge and evidence

### **Monitoring**

- Document practical work post-delivery in line with NCP procedures
- Carry out biological and environment survey work including eDNA sampling, water quality and plants and animals (depending on skills and experience) on request
- Assist with dissemination and communication of monitoring results

### **Administration**

- Follow NCP information management systems for projects and finances
- Ensure that you are familiar with NCP H&S and HR policies and implement as needed
- Provide information on request and in good time to the members of the core team, in line with FHT/NCP policies



### **General**

- Ensure that you understand the NCP aims for GCN conservation and you represent the views of the organisation in your work
- Ensure that you understand NatureSpace's District Licensing Scheme
- Seek to improve your knowledge and understanding of best practice and evidence on relevant conservation issues, with a focus on freshwaters and associated habitats
- Be responsible for your own health and safety at work
- Contribute positively at meetings and to the maintenance of a constructive working environment
- Undertake other duties your line manager or other members of the Senior Management Team may from time to time require

## **Person specifications**

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### **Experience/skills**

- Degree in a relevant subject (at least 2:1)
- Experience in the field of practical habitat creation and management, including on the ground delivery
- Good knowledge of amphibian ecology
- General knowledge of restoration ecology for both freshwater and terrestrial habitats
- Project and budget management skills
- Experience of contractor management
- Knowledge of land management stakeholders and policy
- Good IT skills including MS Office and GIS (desirable)
- Full current driving licence

### **Personal qualities**

- Ability to work and manage time independently
- Team orientated and comfortable working with a wide range of partners
- Attention to detail and able to deliver on time
- Reasonably flexible attitude to working hours
- Excellent time management and other organisational skills
- Good interpersonal skills, approachable and professional