



JOB DESCRIPTION AND ROLE SPECIFICATION

Principal Ecologist, Norfolk Wildlife Services (NWS)

ROLE PURPOSE

- To lead on securing and the delivery of contracted ecological and arboricultural surveying, monitoring and support services in furtherance of nature recovery, ensuring all work is delivered to the highest standards and on time
- Provide clear, values-based team leadership as a key member of the Operational Leadership Team.
- To identify new work streams and commercial opportunities to help nature's recovery, including supporting the development of a new, integrated advisory offer for Norfolk Wildlife Trust (NWT).

REPORTING TO:

Director of Nature Recovery

LINE MANAGEMENT OF THE FOLLOWING ROLES:

- Senior Ecologist
- Senior Arboricultural Consultant

OTHER WORKING RELATIONSHIPS

Within the organisation

The NWS Team, NWT Directors, managers, staff, trustees and volunteers as well as staff at all levels as appropriate to the role.

The NWS Trading Board

Outside the organisation

Staff within businesses and commercial organisations, Local Authorities, other statutory agencies and voluntary organisations, landowners and conservation related external groups.

MAIN DUTIES

1. Provide high-level specialist guidance, experience and support in the provision of ecological services including:
 - Ecological Impact Assessments
 - Habitat Regulations Assessments
 - Preliminary Ecological Appraisals
 - Protected species and habitat surveys and mitigation prescriptions
 - Habitat management plans and land management advice
 - Biodiversity Net Gain assessments
 - Novel conservation landscape and mitigation plans
 - Project management and supervision
 - Data capture and analysis
 - Report writing and peer review
2. Oversee the completion of a wide range of arboricultural consultancy contracts including:
 - Arboricultural impact assessment and mitigation reports for planning to BS 5837 2012
 - Woodland and forestry management advice and management plans
 - Tree safety surveys.
3. Undertake the delivery of specific contracts, taking personal responsibility for their completion when required whilst harnessing the skills of other team members/associates and subcontractors, delegating responsibilities and allocating delivery and project tasks as appropriate.
4. With support from the Business Support Officer lead on the management of relevant contract workflows, work programming and report writing processes to ensure that all work is completed on time and to high quality standards.
5. Provide knowledgeable oversight, advice and support to colleagues on legislative and practical operational requirements with regard to: wildlife legislation, planning and development issues, health and safety management.
6. Effectively manage and support the Norfolk Wildlife Services team, ensuring excellent communications and engagement, regular performance reviews, agreeing and monitoring targets and work programmes, training and mentoring, active encouragement of professional development, adherence to policies and procedures, including health, safety and welfare.

7. Work with colleagues in the Finance Team to set and monitor income and expenditure budgets and ensure all reports submitted to the NWS trading board are accurate.
8. Lead and/or contribute towards bids, tenders, pricing, budget and project finance management.
9. Support the development of client relationships with strategically important partners such as Anglian Water, Norfolk County Council, UKPN and others.
10. Work with the NWS trading board to identify ways to strengthen and grow the provision of ecological and arboricultural consultancy services.
11. Contribute generally to the development of Norfolk Wildlife Trust's overall advisory offer, assisting with the implementation of the business plan, the promotion of services offered and making a positive contribution to the smooth operation and improvement of systems and working procedures
12. Play an active role in the NWT operational leadership team and support the overall implementation of the NWT strategy.

PERSON SPECIFICATION

- Education to degree level in Ecology or equivalent.
- At least 5 years' experience working at Senior Ecologist or Principal Ecologist level.
- Full membership of CIEEM (or eligibility for this) or other relevant professional body.
- Holder of relevant protected species licenses (levels 1 and 2 for bats) and eligible as the Named Ecologist on mitigation licenses within the past three years.
- Advanced knowledge of wildlife conservation, natural history and wide ranging species identification skills. Specifically:
 - Extensive experience of habitat and protected species surveys and writing habitat management plans.
 - Eligibility to be the Named Ecologist on low impact mitigation licenses for bats.
 - Knowledge and experience of Ecological Impact Assessment (EclA), Habitat Regulations Assessment (HRA), Preliminary Ecological Assessment (PEA) along with experience of working with the planning and development of infrastructure, construction and green infrastructure projects.
 - Sound knowledge of UK and EU wildlife legislation and policy.
- Experience of leading, managing, motivating and monitoring the performance of individuals and teams.
- Experience of securing and delivering ecology projects to a high standard, on time and within budget.

- Experience of complex work programmes and budgets management.
- Excellent interpersonal and communication skills, including giving presentations.
- Excellent written skills and the ability to write clear and concise technical reports and constructively review reports written by others.
 - Proficient in the use of Microsoft Office applications.
 - Experience of GIS.
 - Full driving license
 - Ability and willingness to take an adaptable and flexible approach to working patterns in order to meet variable work demands. This will include some early morning/evening and weekend work and occasional longer distance travel and working away from home

Desirable

- Postgraduate and/or professional qualifications would be an advantage (e.g. relevant MSc, PhD, MBA).
- Fellow membership of CIEEM, Chartered Ecologist.
- Knowledge of species and habitats in Norfolk.
- An understanding of marketing, communications and PR.

LIMITS OF AUTHORITY

Take full accountability for the implementation of team objectives and programmes, liaising with the Director regarding direction and priorities
Sign purchase orders and commit expenditure to agreed limits.

HEALTH AND SAFETY

Attached with contract.