



## Job vacancy – Project Manager

<b>Job title:</b>	Tees and Swale diffuse pollution project manager
<b>Location:</b>	Home based but site visits and meetings in Teesdale and Swaledale and occasional hot-desking in the office of Yorkshire Dales Rivers Trust at Pateley Bridge and Tees Rivers Trust in Darlington.
<b>Accountable to:</b>	Operations Director of Yorkshire Dales Rivers Trust (but working across the Yorkshire Dales and Tees Rivers Trusts)
<b>Salary:</b>	£28,000 - £33,500 FT dependent on experience
<b>Hours:</b>	37.5 hours per week
<b>Term:</b>	Contract until March 2025
<b>Transport:</b>	You will be required to provide a car but will be reimbursed for business-related mileage (currently 45 pence per mile).
<b>Employment subject to:</b>	Satisfactory references, Disclosure & Barring Service check and six-month probationary period.

### The Yorkshire Dales Rivers Trust

The Yorkshire Dales Rivers Trust is a registered charity covering the Rivers Swale, Ure, Nidd, Ouse and Wharfe catchment areas with a mission to:

- Protect and conserve river environments and inspire others to contribute to this;
- Provide opportunities for people to learn about and enjoy rivers;
- Encourage partnership and collaborative working at a catchment scale.

The Trust undertakes a wide range of practical projects to improve the water quality and habitat of rivers and streams and to inspire other people to care about these environments.

This includes working with farmers, landowners and communities to reduce water pollution, improve river habitat, address barriers to fish migration and improve fish habitats, and reduce the risk of damage from flooding. Volunteers have always been an essential component of the Trust, assisting with practical conservation work, monitoring and events.

The Yorkshire Dales Rivers Trust hosts two catchment partnerships as part of Defra's 'Catchment based approach' initiative: this involves building collaboration, engaging with communities, pooling evidence and finding funding to drive multi-partner projects that maximise benefits for people across the catchments.

The Trust evolved from a group of committed volunteers and is now overseen by a board of five volunteer trustees. The Trust currently employs seven members of staff who split their time between the office, site visits, external meetings and working from home. The working culture of the Trust encourages a professional, committed and independent approach. In the last four years the Trust has increased in size from two full time employees and three contractors (two part time and one full time) to a team of four FTEs and three PTEs. We have also been significantly increased our following on Facebook, Twitter and Instagram to over 1000 followers.

## **The Tees Rivers Trust**

The Tees Rivers Trust is a charitable organisation committed to improving and conserving the River Tees. Its work is varied and covers the whole of the catchment from Cross Fell to the North Sea. Key areas of work are research, education and practical habitat improvements. The Trust is also proud to be the host organisation for the Your Tees Catchment Partnership.

The Trust works closely with many community groups and the Tees and its tributaries benefit greatly from the work that they put into improving local water courses. From Fell-side to Teesside, The Tees Rivers Trust is the only conservation body committed solely to the management and improvement of the whole of the Tees Catchment. The Trust's purpose is to improve and conserve the water quality and habitat of the Tees and its tributaries. We work with many partners to achieve this and we benefit from the goodwill of volunteers in delivering projects. The Tees drains an area of almost 2000km<sup>2</sup> and receives water that has flowed through or over a huge range of landscapes. We are working at a whole-catchment scale to improve the river. This means working with people such as land managers, farmers and planners as closely as we do with those directly involved with the river.

Both rivers trusts are affiliated to the national Rivers Trust movement.

## **The Tees Swale metal mines project**

Together, Teesdale and Swaledale are the most biodiverse part of the English uplands and are the heartlands for some of our most threatened and precious habitats and species, including blanket bog, upland hay meadows and breeding wading birds such as curlew. Farmers are key to managing these habitats and their associated wildlife but as we leave the EU, both farmers and the wildlife that depend on their management face an uncertain future.

This project is an integral part of the wider **Tees-Swale programme** which has received funding from the **National Lottery Heritage Fund**, which is being led by **North Pennines AONB Partnership** and **Yorkshire Dales National Park Authority** (see <http://www.northpennines.org.uk/tees-swale-naturally-3connected/> ). The successful candidate will work closely with the Tees Swale **programme** team throughout the project.

The Tees-Swale project is funded until 2025 and the metal mines work will run until the end of that scheme. DEFRA has allocated funds for the Coal Authority and Environment Agency to implement a programme of site assessment and remediation for Abandoned Metal Mines across the country. The upper River Swale and River Tees were heavily mined catchments; this historic mining activity has left behind a legacy of poor water quality due to a number of point (dissolved contamination in discharges) and diffuse sources (erosion and run-off from contaminated spoil deposits or other mining residues) of toxic metal pollution.

The objective of this project is to establish and deliver a programme of work to mitigate the diffuse pollution & thereby improve water quality in both catchments, through the scoping and implementation of interventions at specified sites in the upper Swale and Tees catchments.

### **Project Manager for Tees Swale rural diffuse project**

This is an exciting time for the successful candidate to work across the two Trusts to deliver improvements to water quality across Teesdale and Swaledale. The successful candidate will be passionate about the water environment with practical knowledge of catchment management, river restoration, pollution issues (preferably those resulting from metal mines and/or sediment run-off), and managing contractors. The candidate will be comfortable talking to a range of people which will include residents, farmers, volunteers, specialist groups, government officials and other environmental practitioners and will be able to explain complex technical data to non-practitioners.

The successful candidate will manage delivery of the diffuse metals project on behalf of the Yorkshire Dales and Tees Rivers Trusts. This will include the feasibility and design of interventions, programme, budget, risks and communications. The successful candidate will manage delivery of the selected diffuse interventions which will involve a mixture of managing volunteers and employing contractors to carry out interventions such as the installation of leaky dams, brash and small timber revetments as well as larger scale works including stone armour or heavy timber.

## Project Officer Job Specification

<b>Main responsibilities</b>
<ul style="list-style-type: none"> <li>• Project management of the Tees Swale rural diffuse project including the budget, programme, health and safety, risk and communications.</li> </ul>
<ul style="list-style-type: none"> <li>• Provide monthly progress reports and works programme updates to the Coal Authority to include as a minimum a record of tasks completed and detailed landowner engagement actions and outcomes for that period;</li> </ul>
<ul style="list-style-type: none"> <li>• Support the Tees-Swale team to engage with landowners on all sites as well as other key stakeholders and information holders.</li> </ul>
<ul style="list-style-type: none"> <li>• Carry out site visits of all sites and co-ordinate site specific surveys where applicable.</li> </ul>
<ul style="list-style-type: none"> <li>• Identify feasible options to minimise diffuse metal pollution for approval by the Coal Authority, Environment Agency and landowners/tenants, and develop designs for preferred options.</li> </ul>
<ul style="list-style-type: none"> <li>• Identify and secure permissions to deliver the works (e.g. planning permission, works in rivers, fisheries).</li> </ul>
<ul style="list-style-type: none"> <li>• Where appropriate, work with other contractors (including Coal Authority engineers) to develop formal engineering design details;</li> </ul>
<ul style="list-style-type: none"> <li>• Work in conjunction with the Coal Authority's procurement team to manage the tender process for the construction phase including assessment of bids and recommendations for suitable contractors to deliver the works</li> </ul>
<ul style="list-style-type: none"> <li>• Development of construction tender pack including pre-construction info, drawings/specifications &amp; site information;</li> </ul>
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<ul style="list-style-type: none"> <li>• Work with project partners (Coal Authority, Tees Rivers Trust, North Pennines AONB Partnership, Yorkshire Dales National Park Authority and EA ) to ensure that projects deliver multiple benefits and all partners' objectives are met</li> </ul>
<ul style="list-style-type: none"> <li>• Identify and apply to appropriate funding sources to extend the scope of project</li> </ul>

*This job description cannot cover every issue or task that may arise. The successful candidate may be expected to carry out other duties which are consistent with the aim and objectives of the post. It may be necessary for the successful candidate to advise and work on other similar rivers trust projects.*

## Project Officer Job-holder competency profile

Category	Competency	Essential or desirable
Qualifications & experience	A degree in a relevant discipline	Essential
	Current driving licence and vehicle which is insured for work purposes	Essential
	Experience in managing river restoration, land management and habitat improvement projects	Essential
	A good knowledge of aquatic biology and the impacts of pollution	Desirable
	Experience of working with a diverse range of people	Essential
	Experience in managing a budget	Essential
	Experience submitting tenders	Desirable
	Experience in facilitating workshops	Desirable
	CDM Qualification	Desirable
Knowledge	A good knowledge of river ecosystems and geomorphology	Essential
	A good general knowledge of land management and the constraints facing upland farmers and other land managers	Desirable
	A good knowledge of the Tees and Swale catchments	Desirable
Skills	Ability to use Windows/ Microsoft Office-based computing skills including Word, Excel, Power Point and Email	Essential
	Proficient GIS skills and working knowledge of ESRI ArcMap or equivalent software	Essential
	Excellent administrative and organisational skills	Essential
	Ability to communicate using websites and social media	Desirable
	Ability to communicate with a variety of different people	Essential
	Ambitious, self- motivated and dynamic with an ability to work on own initiative	Essential
	Proactive and insightful, knowing when to seek help to solve problems at an early stage	Essential
	Highly resourceful and creative, with a proven ability to solve problems	Essential
	Ability to prioritise and organise resources to deliver work on time, to budget and agreed quality standards	Essential
	Ability to lead and inspire others	Essential
	Adaptable to be able to work both independently and as part of a team	Essential
	Capacity and aptitude to work flexibly, with occasional evening and weekend working	Essential
	Workspace at home, conducive to productive home working	Essential

## Terms and conditions

*The following terms and conditions are typically offered to Yorkshire Dales Rivers Trust staff and are set out as a guide only. Terms and conditions may vary according to circumstances and this summary does not form part of any subsequent employment contract.*

**Probationary period:** Six months. During the probationary period, the contract may be terminated with one week's notice.

**Annual leave:** 25 days annual leave plus bank holidays

**Pension:** Contributory pension. The Trust contributes 9% salary.

**Location:** 8 Kings Court, Pateley Bridge, North Yorkshire, HG3 5JW

### To apply:

If you wish to apply, please send a CV (no more than two sides of A4) and covering letter (no more than two sides of A4), outlining how you meet the requirements of the person specification and job description and email to the Operations Director of Yorkshire Dales Rivers Trust, Marie Taylor [marie.taylor@ydrtr.co.uk](mailto:marie.taylor@ydrtr.co.uk)

Applications must be received no later than 10am on Monday the 10<sup>th</sup> of May 2021

Interviews will be held on 21st of May with the option of a virtual interview or in person interview at Clocktower Lodge, Darlington, DL1 5TD.

If you would like more information on the role before submitting an application, you may contact Marie Taylor or Ben Lamb [benlamb@teesriverstrust.org](mailto:benlamb@teesriverstrust.org)