

Cotswolds National Landscape

Farming in Protected Landscapes: Farming Engagement Officer

July 2021



Job Description

Job Title:	Farming Engagement Officer – graduate position
Salary:	£23,050 (starting salary), up to £25,106 (after probationary period) Per annum pro-rata
Hours:	Four days per week (0.8FTE)
	<u>This is a fixed-term role until 31 March 2024</u>
Location:	The Head Office is: Cotswolds Conservation Board, Fosse Way, Northleach, Gloucestershire GL54 3JH. Flexible working arrangements will be considered.
Reporting to:	Land Management Lead

Introduction to the Cotswolds National Landscape

The Cotswolds National Landscape is a designated Area of Outstanding Natural Beauty (AONB), managed and looked after by the Cotswolds Conservation Board (CCB)

The CCB is an independent organisation comprising 37 Board members nominated by the local authorities, parish councils and the Secretary of State, Defra. A small team are employed, based at offices in Northleach, and supported by an extensive voluntary warden network. Funding for the CCB's main budgets is provided through contributions from local authorities and Defra.

The Cotswolds is the largest of 38 AONBs in England and Wales, covering 790 sq miles (2038 sq kms). It was originally designated in 1966 and then extended in area in 1990.

The organisation has two purposes:

- to conserve and enhance the natural beauty of the AONB
- to increase the understanding and enjoyment of the special qualities of the AONB

In fulfilling these purposes the CCB seeks to foster the social and economic well-being of people living in the AONB.

Role summary

To support the delivery of the Farming in Protected Landscapes (FiPL) grants programme on behalf of the Cotswolds Conservation Board (CCB). Engaging and liaising with farmers, land managers and landowners within the Cotswolds National Landscape.

Key tasks and responsibilities

1. To provide a first point of contact between the CCB and potential applicants to the FiPL programme.
2. To provide advice and guidance to potential grant applicants, to enable high quality applications to the programme.
3. To support applicants with their applications (and where necessary help guide subsequent delivery), especially those applicants that are 'harder to reach', or cluster/group applications.
4. To support the work of the Farming Engagement Lead and the FiPL Local Assessment Panel, including the provision of summary reports and recommendations on applications.
5. To support the monitoring of progress towards the completion of funded projects.
6. To help to ensure that action undertaken through the programme is consistent with the established purposes and complementary to the statutory purposes of AONB designation.
7. To have a good understanding of the two key areas of programme delivery:
 - o Nature and Climate Change
 - o Access, recreation and tourism
8. To undertake other duties as required, consistent with the responsibility level of the post, as required by the Land Management Lead and Farming Engagement Lead.
9. Attend meetings and events outside normal office hours as necessary, i.e. evenings and weekends.

Conditions of Service

1. The Conditions of Service of the National Joint Council for Local Government Services.
2. The Local Conditions of Service are contained in an Employee Handbook.
3. Normal working week is Monday to Friday, but some evening and weekend work will be expected.
4. Casual car user allowance payable.
5. The post holder will be required to comply with the CCB's policies including Health and Safety.
6. The post is subject to a six month probation period.
7. The CCB's operational base is at the Head Office in Northleach.
8. Employees are not permitted to smoke in office premises.

Person Specification

Requirements	Essential/ Desirable	Method of Assessment
Qualifications		
Degree level or equivalent	Essential	Application/Certificates
Experience		
Some evidence of successfully working with a wide range of stakeholders (including farmers and land managers) to achieve conservation and access objectives	Desirable	Application/Interview
Implementation and monitoring of management plans and programmes of work	Desirable	Application/Interview
Managing contractors, project and budget management	Desirable	Application/Interview
An understanding of protected landscapes and their management	Desirable	Application/Interview
Skills and Knowledge		
Ability to build positive working relationships with a wide range of external stakeholders – including farmers, land managers and landowners	Essential	Application/Interview
Ability to develop partnerships and co-operation between organisations	Essential	Application/Interview
Knowledge of natural beauty conservation, rural issues, farming, challenges affecting the Cotswolds – and protected area management	Desirable	Application/Interview
Knowledge of current agri-environment schemes and emerging opportunities for ELM	Desirable	Application/Interview
Knowledge of access, recreation and farm diversification	Desirable	Application/Interview
Ability to represent the CCB at public and other meetings	Essential	Application/Interview
Good level of written and oral communication skills, and ability to network	Essential	Application/Interview
Good level of IT skills, inc. Excel, Word and GIS	Essential	Application/Interview
Good organisational and time management skills	Essential	Application/Interview
High level of initiative, flexibility and adaptability	Essential	Application/Interview