

Job Description

Senior Land Manager

Hours of work: Full time (35 hours per week) flexible in how worked.

Type of contract: Permanent

Based at: Chimney Meadows or The Lodge with travel to other sites as required. Hybrid working available.

Croner rank: 3

Job Purpose

The purpose of this role is to develop and deliver the Trust's work in Oxfordshire to restore nature through the effective management of our 29 nature reserves and wider countryside land management initiatives.

Reporting Line

The post holder reports to the Land Management and Ecology Director

Line Management

Responsible for a team of 8 staff with 3 direct reports

Key Responsibilities

County

- Overall condition of, and all aspects relating to site-management of, the Trust's reserves in Oxfordshire, including day-to-day maintenance of reserves related machinery, vehicles and equipment.
- Provide effective leadership, and oversee management, of all relevant staff and volunteers (including volunteer trainees).
- Draw up and manage annual BBOWT Oxfordshire reserves budgets and other funds relating to relevant reserves.
- Ensure that BBOWT accesses all appropriate grants relating to conservation-based land management and livestock and ensure that all claims / reports are prepared on time and the necessary work delivered.
- Work with the Ecology team to ensure that development, delivery, monitoring, evaluation and review of site management plans follows best practice.
- Accountable for staff maintaining records of management activities on nature reserves through GIS.
- Actively engage and where necessary represent the Trust with a range of stakeholders, including funding partners and landowners.
- Maintain awareness of changes in relevant legislation and ensure compliance.
- Work with relevant teams to secure income to support and develop relevant priority projects.
- Overseeing effective and legally compliant Trust livestock management processes.
- Liaise with statutory agencies to discuss and agree best management practices, particularly for NNR, SSSI and SAC designated reserves.
- Write, implement and supervise contracts to achieve works in accordance with BBOWT policy, with accountability for all contractor work undertaken within Oxfordshire.
- Ensure reserves-based volunteers and conservation teams are recruited, mentored and trained to best aid delivery of annual work programmes.
- Deputise for the Land Management & Ecology Director as and when required, including attendance at relevant meetings.

- To ensure that all health and safety obligations are met in all aspects of the role including those of the team and volunteers within the county.
- To provide regular reports / attend meetings as required.

Trust-wide

- Take an active role in Operational Leadership Group, Project Board, Health and Safety Committee, and Volunteer Steering group.
- Contribute to BBOWT's rolling strategic planning process and its on-going monitoring and review.
- Oversee the sale of livestock, products and other associated activities in line with business plans.
- To assist BBOWT internally with prioritisation and development of reserves management related funding bids.
- Adhere to all Trust policies, procedures and systems.
- Any other duties as delegated by the Chief Executive.

Person Specification

- Proven knowledge of ecological principles, habitat management, assessment and creation, for the range of habitat types found in Oxfordshire.
- Effective staff and volunteer manager.
- Able to communicate with a range of audiences in a variety of settings, utilising well-developed influencing and diplomacy skills to ensure best outcome for BBOWT.
- Budgetary and work planning skills and experience.
- Able to successfully apply for and manage agri-environment schemes including oversight of delegated works.
- Skills and knowledge in writing contracts in excess of £100k and managing contractors.
- Proven ability in conservation management plan writing and reviewing.
- In-depth livestock management and compliance skills and knowledge.
- Proven identification skills for common biotic groups.
- Working knowledge of health and safety management principles, practices, and legislation.
- Proven ability in project creation and project management skills.
- NPTC Transport of Livestock by Road (Short Journeys)*.
- First Aid at Work qualification*.
- Off road driving certificate*.
- Trailer driving qualification.
- Tree safety training (equivalent to basic LANTRA tree inspection certificate).
- Current UK valid car driving licence.
- Proficient in the use of Word, Excel, Outlook, and GIS software.
- Ability and willingness to demonstrate the BBOWT behaviours and values.
- Willing to work occasional weekends and evenings.

Measures Of Success

- Land managed efficiently and effectively for nature.
- Application for, delivery of and compliance with agri-environment schemes and other grant funding.
- Effective operational management of staff and volunteers including development plans.
- Trust policies and procedures implemented appropriately.
- Annual work plans written for reserves and delivered.
- All relevant budgets written and adhered to.
- Compliance with Health and Safety and Environmental legislation in relation to the management of nature reserves.
- Projects developed, managed and delivered on time and to budget.