



Project Manager

Organisation:	Bristol Avon Rivers Trust
Salary:	£24,000 - £30,000 dependant on experience
Location:	Bristol Avon catchment
Hours:	Full Time, 40 hours per week. Flexibility required (some evening & weekend work)
Position type:	Paid
Contract:	Full time
Closing date:	Applications by 28th February 2021
Website:	www.bristolavonriverstrust.org
Contact name:	Simon Hunter
Contact email:	simon@bristolavonriverstrust.org

Overview

Bristol Avon Rivers Trust's (BART) has grown its pipeline of projects significantly over the last year and as such the trust is looking to expand its team. We are currently recruiting to fill a range of roles.

The successful post holder will join a small but very ambitious team to deliver a wide array of multi-benefit projects.

The Project Manager (PM) will oversee a wide range of projects designed to improve the health of our rivers for the benefit of nature and people. This shall be achieved through operational delivery of projects in riparian and river habitats to improve and protect native species and habitats. You will use best practice evidence-based methods to complete current projects. Work will be diverse and include tasks such as carrying out catchment field surveys (ecological, water quality, fisheries, Natural Flood Management), project development and managing delivery of river habitat restoration and Natural Flood Management schemes.

The post holder will support the Senior Project Manager and Chief Executive Officer to satisfy funding compliance and reporting to all relevant funders and partners.

Key Responsibilities:

- Manage the development and delivery of physical river and riparian improvement projects.
- Work with the Senior Project Manager to ensure project costs are in line with overall project budgets and keep suitable records in line with the funding requirements and document retention policy.
- To actively promote the Vision, Mission and work of the Trust.
- Work with a team of conservation professionals, volunteers and contractors across a

variety of projects.

- Meet the needs of a diverse audience and to ensure the Trust's policies, procedures and practices are in line with legal requirements and best practice.
- Identify & manage project risks efficiently and in accordance to Trust policy.
- Preparation and submission of applications to obtain consents to deliver work on the ground (including Environment Agency Permits, Landowner Agreements and Planning applications).
- Maintain and grow the Trust's partnerships, with stakeholders, delivery partners and landowners.
- Contribute and assist in the production of publicity and marketing materials.
- Produce engaging and informative communications promoting the work of the Trust (e.g. press releases, technical articles, media interviews etc.).
- You shall comply with BART's Health & Safety, Safeguarding and other policies and defined standards of behaviour.
- Be a leader in health and safety and CDM management within the Trust.
- You may be required to carry out other duties and tasks as required from time to time for the efficient operation of the Trust.

Candidate Profile

Essential

- Passion for nature conservation, with an excellent knowledge of UK river species and habitats and aware of the environmental issues impacting our rivers.
- You will have experience in delivering strategic projects in the environmental/water sector (for example hydrology, engineering, fisheries science, or geomorphology).
- Excellent project management skills, demonstrated through having managed multiple projects, contractors and procurement.
- A confident and clear communicator working with a variety of stakeholders and groups.
- Self-motivated, enthusiastic and decisive with an ability to follow your own initiative.
- Effective collaborator able to be a proactive and supportive member of the team.
- Confidence to engage and build relationships across organisations with differing objectives and priorities.
- Excellent literacy, computer, numeracy and report-writing skills.
- Full UK driving license and access to vehicle with full business insurance cover.

Desirable

- Knowledge of the Bristol Avon Catchment.
- Environmental surveying experience (habitat surveys, water quality, land management etc.).
- Experience of working for a small organisation and the public or voluntary sectors.
- Working knowledge of GIS data systems such as ArcGIS.
- Experience in overseeing environmental improvement projects, in particular River Restoration and / or Natural Flood Management.
- Proven track record of securing new business.



- Experience in the management and coordination of volunteers.
- Association of a relevant Professional Body and/or Educating Organisation demonstrating continuous professional improvement.

General Notes

- The position will be working from home with travel around the Bristol Avon Catchment.
- This position will from time to time require work during some evenings, weekends and public holidays to meet the needs of the post.
- You will need to be physically fit as the position will require occasional full day walkover surveys and implementation of river restoration in all weather conditions.
- We expect you to carry out your job responsibilities in an environmentally aware manner, ensuring as little damage to the environment as possible. Our aim is to ensure all resources are utilised effectively and efficiently. You will be expected to apply 'sound value for money' principles and follow procurement guidelines in undertaking purchasing or supply of goods and services.

Interested parties should submit a CV and a one page covering letter explaining why you would perform well in this role and what you could bring to BART. These should be sent to: simon@bristolavonriverstrust.org

Interviews for this post will take place virtually during March 2021 (date TBC).

Please note, due to limited resources you will only be contacted should you be successful in gaining an interview. We would like to thank you for your interest in this position.

Thank you for your interest in applying for a role with the Bristol Avon Rivers Trust.