

JOB DESCRIPTION	PROJECT OFFICER
Post Title	Project Officer
Location	Horncastle, flexible working
Responsible to	Head of Conservation
Responsible for	Temporary staff, volunteers and contractors
Job Purpose	Delivery of specialist workstreams identified as part of the Wilder Humber Project – Seascape Restoration Pilot Programme.

KEY TASKS

- A. Contribute to the implementation and delivery of Wilder Humber in conjunction with the team and experts in the relevant science field.
- B. Manage, deliver and report on individual specialist workstream including overseeing contractors as required.
- C. Work in conjunction with partners to engage and maintain relationships with key stakeholders and site owners/tenants to seek solutions to restoring and enhancing the Humber Estuary and securing necessary consents, permissions and licenses.
- D. Support and deliver training workshops and community engagement events as required.
- E. Maintain records for audit process to illustrate value for money, sound science and for reporting to relevant Wilder Humber Team.
- F. Deputise for the Head of Conservation within the Wilder Humber project and Team as required.
- G. Ensure the credibility and reputation of the Wilder Humber Project delivering on time and always seeking to improve standards.
- H. Promote and publicise the work of the Wilder Humber Project and Team, including giving talks, appearing on radio and TV and providing material for our social media platforms and printed documents.
- I. Undertake work within the Trust's General Policy on Health & Safety and in accordance with specific policies and codes of practice for sites, risk assessment, procedures and best practice as amended from time to time.
- J. Undertake other reasonable duties from time to time in addition to the above normal duties.