



## DOLAU DYFI PROJECT

### JOB DESCRIPTION - PROJECT OFFICER

The Dolau Dyfi Project is grant funded by Welsh Government and European Union through the Rural Development Plan Sustainable Management Scheme. It is an exciting Initiative that brings together conservation, farming, access and arts activity to facilitate improved health and well-being. It aims to enhance and create wildflower habitat and provide new opportunities for local people and visitors to get together and help create accessible green spaces linked to these habitats for enjoyment and well-being. The project is looking for an exceptional person/people with excellent local knowledge to make this project happen on the ground over the next 2.5 years. We will consider splitting the FT post into 2 PT roles; one delivering land management and access activities, and the other delivering arts and well-being activities. Please indicate if you wish to apply for one of these roles as part of a job share.

Long term practical conservation management including the introduction of grazing to enhance and restore wildflower rich habitats has already been agreed and costed into the project with local land owners. The Project Officer will facilitate and advise this activity while also working with local communities to enable greater access to green space for health and well-being and working with local artists on a number of creative initiatives. Access and art activities will be informed by consultation undertaken by the Project Officer who will run events, collate ideas and develop programmes of work that engage and benefit a wide range of people. The Project Officer will also undertake all ecological monitoring for the project and oversee the social and access monitoring.

The Dolau Dyfi Project Officer will be based with Ecodyfi in Y Plas Machynlleth and will work closely with a range of partners in the area including local land owners, Ecodyfi, Coed Lleol, RSPB, local artists, local health professionals, local access representatives, community representative, NRW, local authorities and the Snowdonia National Park.

The Project Officer will report to the Senior Manager at PONT and will be responsible for day to day management of the Student Placement. The Dolau Dyfi Steering Group will provide steer to the work and help the Project Officer make connections locally to help take forward the different aspects of the project.

**Location: Machynlleth**

**Salary: £25,500 (FTE) with 5% Pension contribution**

**Contract Term: 30 June 2022**



## Job Purpose

### Dolau Dyfi Project Officer - Specific responsibilities

- Take responsibility for operational delivery for the project under the management of the PONT Senior Management team
- Support the Steering Group and other groups established for the project
- Lead on delivery of the communications strategy.
- Provide advice, guidance and assistance to land owners involved in the project
- Procure and manage contractors
- Liaise with relevant authorities to ensure compliance.
- Support the development of the volunteer and walks activities.
- Work in partnership with the conservation, access, health and arts sectors to engage local communities and facilitate project delivery.
- Undertake ecological monitoring throughout the project and support all other aspects of monitoring as required
- Promote all aspects of the project and seek wider involvement including the establishment of a Dyfi Meadows Group.
- Organise, promote and run consultation events, workshops, arts events, training and
- Report on time to the Project Manager and the Steering Group
- Manage budget allocations as requested.
- Raise awareness of the project through attending shows, and arranging events.
- Help recruit and the day to day management of the Student placement

### EXPERIENCE, KNOWLEDGE AND SKILLS WE ARE LOOKING FOR

#### Experience

- Relevant qualification and practical experience in land management for nature conservation.
- Practical experience of livestock management
- Experience of delivering ecological monitoring
- Experience of building and maintaining relationships with people in different sectors including conservation, farming, health and the arts
- Experience of arranging and delivering engagement activities such as consultations, outdoor events, workshops.
- Experience of managing staff, volunteers, contractors and small budgets
- Experience of planning and managing access improvements works in collaboration with local interest groups and organisations.



## Knowledge

- Good local knowledge of the Dolau Dyfi area including its culture, heritage, farming community, habitats and current challenges.
- Knowledge of animal welfare requirements.
- Excellent knowledge of legislation and policies relevant to land management and access works or who to approach for advice.
- Working knowledge of the links between health, outdoor activity and nature and how greater use of natural resources for health can be facilitated.
- An understanding of art and how this can be used to enthuse and engage new audiences.

## Skills

- Ability to communicate through Welsh is highly desirable.
- Able to think creatively about local challenges and facilitate engagement of a wider audience to ensure community ownership of the project.
- Excellent inter personal skills that enable you to prioritise, plan and deliver work alone and with others.
- Report writing skills.
- IT skills including GIS and desk top publishing software.
- Excellent verbal and written skills including experience of speaking to and engaging a range of audiences.
- The skills to develop consensus through consultation so that an agreed approach can be taken forward for different aspects of the project e.g. arts and access works.
- Excellent organisational and administration skills and the ability to meet targets and deadlines, including the ability to use word processing, spread sheets, databases and the internet.

## Applications and closing date

Your application must be made on the attached application form. Your application should address the specific knowledge, experience and skills requirements detailed above and examples should be used to demonstrate your suitability for the post.

Applications from job-share candidates will be welcome. The option of secondment from an existing employer may be considered for suitable candidates.

Previous applicants for these posts need not re-apply.

For further details please contact: Julia Korn: 07421994860 or Jan Sherry: 07421994861

Please email your application to: [admin@pontcymru.org](mailto:admin@pontcymru.org)



**Closing date: 5pm Friday 8 November 2019.**

**Interviews** will be held on **Monday 18 November 2019**. Those candidates selected for interview will be notified by **Tuesday 12 November 2019**. If you have not heard from us by this date, please assume that your application has been unsuccessful. Unfortunately, PONT does not have a budget to cover interview expenses.

**IMPORTANT:** All correspondence regarding your application will be conducted by email. Please ensure that you supply an email address with which we can contact you within the above time frame.

**PLEASE NOTE:** These posts are subject to external funding which has been secured. However, PONT reserves the right to withdraw the job vacancies, or, subject to statutory notice periods, terminate the appointments, if for any reason funding becomes unavailable.

**Registered address:** PONT, C/O Snowdonia Society, Caban , Brynrefail, Caernarfon, LL55 3NR.