

**JOB PROFILE**

1. **IDENTIFICATION OF JOB**

**JOB TITLE - Hedgerow Heritage Project Manager**

**REMUNERATION - £25,000 pa**

**FUNCTION Living Landscapes Team;**

**Biodiversity, Evidence & Policy** (**BEP**)

**DURATION - 1 Year F/T (Development Phase)**

**4 Years F/T (Delivery Phase subject to funding)**

**RESPONSIBLE TO - Project Development Manager**

**RESPONSIBLE FOR - Volunteers**

1. **OVERALL PURPOSE OF JOB**

Hedgerow Heritage is a new Heritage Lottery Funded Project focused on extensively protecting our existing hedgerows in Surrey by rejuvenating interest in our hedgerow heritage and the traditional skill of hedgelaying. It is a principal component of the Trust’s Living Landscape Strategy and Five Year Strategic Plan 2018-23

The project will train volunteers to survey the condition of hedgerows in the North Downs Biodiversity Opportunity Area (ND02) and produce an inventory of this important semi-natural habitat. It will deliver courses in hedgerow management and develop hedgerows and hedgerow networks to deliver the ecosystem services provided by hedges such as natural flood management and pollination. We will attract a diverse range of new volunteers to learn the essential skills of hedgelaying and survey and reconnect local people with hedgerows to ensure sustainable management for their continued use and enjoyment by people and wildlife into the future. Working with the local community, youth groups, schools and landowners, our project will create lasting heritage benefits and attract a younger and more diverse audience to hedgelaying, therefore ensuring these key skills don’t become extinct. We will inspire and train the next generation to learn traditional management skills and act as citizen scientists. This will deepen their connection and sense of ownership with their landscape, where heritage becomes a living process and stewardship is fostered.

1. **MAIN RESPONSIBILITIES**
* Lead the project team in submitting the 2nd Round Application to the HLF.
* Lead the SWT project team during the Development Phase 2018-19, developing and testing the various elements of the Hedgerow Heritage project including landowner liaison, commissioning consultants; engaging community groups and schools.
* Write the Delivery Phase Action Plan with support from the SWT project team.
* If successful, deliver the Hedgerow Heritage Activity Plan 2019-23
* Support the over-all delivery of Living Landscapes and the work of the Trust as required.

**J O B S P E C I F I C A T I O N**

**The post holder will:**

* During the Project Development Phase (August 2018- July 2019), work with the Hedgerow Heritage Project Team to:
	+ set up and manage the project steering group consisting of key external partners
	+ liaise with landowners in the project area to secure partnership agreements;
	+ develop tenders and commission consultants for work in the delivery phase;
	+ set up community based activity focus groups and deliver recruitment events
	+ with the Outdoor Learning Team, engage local schools within the project area to develop hedge-related activities and develop a “Hedge-ucation pack” for schools.
	+ work with local hedgelaying groups to develop a training accreditation scheme
	+ work with selected youth groups to develop a work programme for the project
	+ work with the Research and Monitoring Manager to develop outcome success measures for the project
	+ Create a project Delivery Phase Activity Plan
* During the Project Delivery Phase (August 2019-July 2023), deliver the Delivery Phase Activity Pan including
	+ preparing hedgerow management plans for each landowner
	+ coordinate volunteer hedgerow surveys and create a GIS-based Hedgerow Condition Inventory
	+ commission and manage consultants (hedgerow QA; Attitudes Survey, Project-end External Evaluator)
	+ deliver training events including Hedgerow Survey, Hedge Management and Hedge-laying
	+ coordinate delivery of Schools and Youth Group workshops with Outdoor Learning Team
	+ deliver Hedgerow Heritage Storytelling and Oral History Project
	+ in partnership with local hedge-laying groups, assist the Events Officer in the delivery of annual hedgelaying competitions
	+ host corporate sector hedgelaying days
	+ work within the SWT Research and Monitoring Programme to
		- report against the outcome success measures for the project
		- create a BOA Hedgerow Network Conservation Management and Maintenance plan
	+ organise an end of project external workshop to disseminate outcomes
	+ report quarterly to the Project Steering Group
	+ report to HLF as required
* Work with the Citizen Science Coordinator to evaluate and support the delivery of pilot Hedgerow Heroes programme.
* Support the over-all delivery of Living Landscapes and the work of the Trust as required.
* Seek novel opportunities to promote and provide funding for hedgerow restoration
* Engage in promotional and media events as required by the role

# PERSON SPECIFICATION

**EXPERIENCE**

**Essential**

* Experience in wildlife/biodiversity conservation.
* Experience of delivering landscape based projects **(desirable** multi-year, Heritage Lottery Funded projects)
* Delivery of practical land management and /or farm advice especially Countryside Stewardship
* Full UK driving licence

**Desirable**

* Proactive work with youth and community groups

**KNOWLEDGE**

* Farmland biodiversity and conservation
* BSc/ MSC in conservation, ecology or related subject
* Keen awareness of wildlife conservation issues
* Some knowledge of wildlife legislation and planning policy

**SKILLS**

* Excellent organisational skills
* Communication both verbal & written
* Habitat management (hedgelaying!)
* Experience of GIS

**PERSONAL QUALITIES**

* Self-motivation
* Independence
* Initiative and enthusiasm
* Commitment
* Diplomacy