



Job Description

Deputy Head (River & Catchment Restoration)

Reports to:	Head of Restoring Rivers and Catchments (RRC)
Responsible for:	Effectively deputising for the Head of the RRC Team. The role will drive the development and delivery of a portfolio of river and catchment restoration projects. This will include significant staff, project and stakeholder management.
Location:	The role will be based at home, with on-site work across the SERT area. A minimum of one day per month will be in the office (Leatherhead).

About us

We lead on a range of exciting, challenging and fulfilling projects which vary significantly in size, complexity and type. No two projects are ever the same. We often have the opportunity to direct and mould them into novel, bold and ambitious schemes which are directed and/or monitored with a science-based approach. The projects will typically cover Natural Flood Management (NFM), water resource management, fish passage including weir removals, easements or fish passes, wetland/backwater creation and in-channel habitat improvements such as the introduction of large wood and gravel through to re-channelling works.

The role

This is a new role within the Trust and will help us grow the team and the impact we have on rivers and the communities and species that depend on them. The role will directly manage and develop part of the RRC Team and deputise for the Head of RRC to support our ambition to deliver more, and to be innovative and agile in our approach. This might mean reviewing reports and designs one day, ensuring impeccable site management the next, as well as driving the strategic development of the team and its wider role in SERT.

Working closely with and supporting the Head of the RRC team, you will use your experience to help develop and manage the team whilst having a chance to put your own stamp on what we do and how we do it. We encourage our staff to be curious, brave and progressive, bringing their own experiences and ideas for the betterment of the Trust and the environment.

We are exploring new ways of working to enable more efficient delivery and improved stakeholder relationships (external and internal). We are particularly keen to build on the following areas:

- Design work. We are always looking to diversify our skills and abilities, embracing technology and furthering our knowledge to enable us to design dynamic and original solutions while embracing the latest science, understanding and trends to create exciting solutions.
- On site delivery. Enabling the Trust to deliver more and better, offering great value to our partners and the best outcomes for the environment. We deliver in-house and through good local contractor relationships. This requires an understanding of tools, machinery, logistics and a familiarity with health and safety, along with good communication and site management skills.

We are interested to hear from candidates who offer expertise in one or both of these areas.

Key duties & responsibilities

Whilst developing the Trust in the area(s) above, the Deputy role will be responsible for:

1. **People management.** Initially taking on line management of up to four team members. You will support them to keep their projects on track, act as a sounding board, encourage personal growth, confidence and independent thinking while helping them to be fulfilled and engaged.
2. **Quality assurance.** Reviewing and signing off documentation, ensuring accuracy, deadlines and high standards adhered to. You will act as Project Sponsor for various projects, taking a high level steer and accountability for their progress.
3. **Develop ideas.** Work with the Head to identify and implement strategic changes in the team.
4. **Organise and collaborate.** Working with teams across the Trust to identify new projects and manage all aspects of their end to end lifecycle. Managing, delegating and working collaboratively with internal and external stakeholders to build good relationships that deliver meaningful and impactful projects.

Person specification

Please keep this person specification in mind, as well as the Trust's core values when completing your application. Knowledge, experience, skills, and attitudes will be assessed through both the application process and at interview.

Requirements	Essential	Desirable
Training and Experience		
Educated to at least degree level in a relevant field or equivalent relevant work experience in the aquatic environment sector.	X	
Experience designing, managing, and/or delivering freshwater/catchment enhancements or similar environmental projects.	X	
Experience of team management, to deliver projects, including budgets, milestones and reporting.	X	
Experience of working with multiple stakeholders to design or deliver projects including procurement/tendering processes and contracts.	X	
Experience applying for and securing funding.		X
Knowledge and Understanding		
A good understanding of freshwater aquatic ecosystems.	X	
A strong understanding/awareness of the techniques, process and logistics of delivering a large capital environmental scheme.		X

Working knowledge of Construction Design and Management (CDM) regulations/duties and other health and safety legislation.	X	
Working knowledge of health and safety, including “The Management of Health and Safety at Work Regulations” and “The Construction (Design and Management) Regulations 2015 (CDM 2015)”		X
Good understanding of the drivers and needs of a range of stakeholders (landowners, farmers, developers, local authorities and government agencies).	X	
A good understanding of the challenges of working in the NGO sector and/or a growing organisation.		X
Skills & Personal Attributes		
Competent, physically fit and comfortable to work in and around water.	X	
Ability to line manage a team and support good performance including development and training.	X	
Excellent organisational skills; able to delegate, develop and be accountable for own work and that of your team.	X	
Competent and proficient at report writing, whilst being able to provide support and constructive feedback to others.	X	
Proficient IT skills, particularly MS Office and Google		X
Experience in the use of design software, e.g. CAD.		X
Excellent communication skills for both internal and external audiences.	X	
A self-starter, able to work to a common goal unsupervised.	X	
Miscellaneous		
Commitment to supporting equity, diversity and inclusivity.	X	
Full driving licence and access to private vehicle for work use.	X	
Ability to work occasional evenings and weekend if required.	X	