



Job Description

JOB TITLE	Living Landscape Programmes Manager
LOCATION OF JOB	Scotland Wide (based in Edinburgh)
DEPARTMENT/REGION	Conservation
REPORTING TO	Director of Conservation
DIRECT REPORTS	Project Manager – Creating Natural Connections (Cumbernauld) Other Living Landscape project staff as appropriate

Our Mission

For over 50 years, the Scottish Wildlife Trust has worked with its members, partners and supporters in pursuit of its vision of healthy, resilient ecosystems across Scotland's land and seas. We are proud to have the support of over 42,000 members, 1,000 volunteers and 23 local (volunteer led) groups.

The Trust successfully champions the cause of wildlife through policy and campaigning work, demonstrates best practice through practical conservation and innovative partnerships, and inspires people to take positive action through its education and engagement activities. The Trust manages a network of nearly 120 wildlife reserves across Scotland and is a member of the UK-wide Wildlife Trusts movement.

Our Values

- We are pioneers
- We are always learning
- We act with integrity
- We are evidence-based
- We are impact-focused
- We are collaborative

Overall Purpose of the Job

To lead and coordinate the delivery of Living Landscape programmes and input to the Trust's landscape-scale conservation projects.

Job Description

Main Duties

1. Provide strategic input and leadership to all Living Landscape programmes and, as appropriate, input to other landscape-scale activities in which the Trust is engaged
2. Lead and deliver partnership objectives for Cumbernauld Living Landscape and Edinburgh Living Landscape
3. Develop high impact scalable projects that share resources across the Living Landscape Programmes
4. Co-ordinate monitoring and evaluation of all Living Landscape programmes to demonstrate clear impact to funders, policy makers and internal stakeholders
5. Co-ordinate the sharing of research and learning between all Living Landscape programmes, the wider Trust and the Scottish landscape-scale conservation community

Key Internal and External Contacts

Internally

- Director of Conservation
- Management Team
- Living Landscapes staff
- People and Wildlife Team
- Other Scottish Wildlife Trust staff particularly Reserve, Data Management and Communication and Marketing teams

Externally

- Cumbernauld and Edinburgh Living Landscape board members & project partners
- Scottish Forum on Natural Capital
- Central Scotland Green Network
- IUCN Urban Alliance
- Funding bodies
- Scottish Water, Scottish Power, SNH, SEPA, and other Government agencies and utilities
- Research institutions

Personal Specification

Essential Qualifications

- Educated to at least Degree/HND level in a relevant discipline or with substantial experience and competence in developing and managing environmental work programmes.

Essential Experience

- Proven track record in developing partnerships and partnership working
- Experience in facilitating the development and strategic direction of partnership projects and programmes
- Experience of delivering a wide range of projects and managing budgets
- Proven track record in developing a team of partners, staff and volunteers to deliver conservation outcomes

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Skills and Abilities
<p>Leadership</p> <ul style="list-style-type: none"> • Motivating people to act towards achieving a common goal, through direction, inspiration and effective communication. • Demonstrates leadership across organisations and partnerships and promotes a positive culture. <p>Programme management and development</p> <ul style="list-style-type: none"> • Effectively manages and evaluates large-scale multi stakeholder projects from concept through to completion • Experienced at building teams and recruiting staff and seeking opportunities to develop confidence and skills in others <p>Co-ordination and communication</p> <ul style="list-style-type: none"> • Highly organised with ability to co-ordinate activities with a wide range of internal and external stakeholders • Coordinate the production of strategic plans and champion the delivery of strategy • Effectively uses a wide of communication techniques to engage with a wide range of stakeholders • Able to work collaboratively across a wide range of geographic locations.
Knowledge
<ul style="list-style-type: none"> • Understanding of practical conservation management including management planning • Knowledge of ecosystem scale conservation • Budgeting and financial control knowledge • Knowledge of key conservation issues in Scotland • Understanding of Scottish policies relating to biodiversity, land use and community empowerment

Key competencies outline	Essential	Desirable
Proficiency in use of common IT systems	x	
Organisation and planning	x	
Communication (writing/spoken)	x	
Problem Solving	x	
Judgement	x	
Management	x	
Teamwork	x	
Commitment to organisational culture, values and vision	x	

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Additional Requirements	Essential	Desirable	Not applicable
Right to work in the UK	x		
Full Driving Licence		x	
Protection of Vulnerable Groups membership			x
First Aid Certificate			x
Credit Check			x

Date	September 2019
Author	Sarah Robinson
Position	Director of Conservation

Job Description

Living Landscape Programme Manager - Direct reports

