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| **Title** | Riverwoods Technical Support Officer |
| **Based** | Edinburgh |
| **Dept/Region** | Conservation/National |
| **Line Manager** | Knowledge and Evidence Manager |

**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 be 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 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

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| **Overall Purpose of the Role**  The purpose of the role is to support the development of the Riverwoods initiative through high quality mapping, bringing together existing knowledge on riparian developments and opportunities for further work.  **Key Success Areas**  The key success areas are:  • Existing riparian enhancement and restoration projects across Scotland mapped in GIS, hosting a single source for this data (data repository)  • Opportunities for riparian enhancement or restoration identified through GIS mapping, available interactively  • Riverwoods story map published  • Effective decision making supported  • Documentation created underpinning systems. |

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| **Main Objectives**   * Riverwoods Project   + Produce a Riverwoods story map to disseminate information to the public, including:     - existing riparian enhancement and restoration projects across Scotland     - consolidating existing data sources from partners   + Create a data repository that can be used to determine the contribution the riparian zone will make in delivering a National Ecological Network   + Opportunity mapping for riparian enhancement or restoration   + Support the Riverwoods Development Manager and Riverwoods specialist groups by providing maps and data * Trust-wide support, in liaison with the Knowledge and Evidence Officer   + Maintain a data and maps request support service for the Riverwoods project   + Maintain project documentation, providing open access to appropriate Trust data via the website and AGOL and provide regular reporting updates   + Provide support to the Knowledge and Evidence Manager as necessary. |

**Key Internal & External Contacts**

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| * Knowledge and Evidence Manager * Riverwoods Development Manager * Knowledge and Evidence Officer * Director of Conservation * Riverwoods Steering Group and specialist groups, especially the High-level Science Group * Statutory and Non-statutory environmental organisations * Trust IT and information management staff |

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| **Qualifications, Experience (essential/desirable)** |
| Essential Qualifications (or matched experience):   * Relevant degree or equivalent experience and at least 2 years’ experience |
| Essential Experience |
| * Experience in, and an aptitude for handling and manipulating complex and varied datasets. * Expert user of Microsoft Excel. * Highly experienced user of ArcGIS – ArcPro and AGOL. * Advanced user of Microsoft Office 365, particularly Word and PowerPoint |
| Skills and Abilities |
| * Experience in opportunity mapping and use of ModelBuilder in ArcGIS * Experience in collating datasets from a wide variety of sources * Experience in data analysis techniques * Highly organised and methodical with excellent time management skills * Highly motivated and able to work on own initiative and manage own timetable with minimal supervision with the drive and focus to see that targets are met |
| Knowledge |
| * Knowledge of the principles of systematic wildlife survey and monitoring * Knowledge of Scottish wildlife ecology and conservation, with a working knowledge of wildlife and environment issues |

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| **Key competencies** | **Essential** | **Desirable** |
| Technology and knowledge (IT) | x |  |
| Organisation and planning | x |  |
| Communication  (writing/spoken) | x |  |
| Problem Solving | x |  |
| Judgement | x |  |
| Management |  |  |
| 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 |

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| **Author** | Gill Dowse | **Date** | 31/03/21 |