

Kent County Council

Job Description: *Stour Valley Restore Engagement and Communications Officer*

Directorate:	Growth, Environment and Transport
Unit/Section:	Environment and Circular Economy – Countryside Management Partnerships
Grade:	KSE
Responsible to:	KSCP Partnership Manager

Purpose of the Job:

To develop engagement and promotional aspects of the Stour Valley Restore scheme in preparation to a National Lottery Heritage Fund Stage 2 application.

Main duties and responsibilities:

- Working with partners and providers plan and deliver a series of pilot events including a Stour Valley River Festival to coincide with World Rivers Day in September 2026 and 2027.
- Work with advisors and providers on accessibility, inclusion, health and wellbeing to ensure that these principles run through all projects.
- Include volunteering opportunities and training in some of pilot activities.
- Promote and raise the profile of the Scheme with support from consultants and partners; oversee development of branding for the Scheme and production of a Scheme website, plus setting up of social media.
- Working with consultants and partners, undertake stakeholder, community and landholder consultation, organising consultation events and other engagement.
- Work with a consultant to produce a Engagement, Communications and Learning plan as a supporting document for the Delivery application.
- To work closely with the Stour Valley Restore Development Officer on all projects.
- Ensure all policies and procedures are undertaken in line with KCC documentation including and health and safety.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Kent County Council
Person Specification: *Stour Valley Restore Engagement and Communications Officer*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	A levels and degree or similar qualification in a related subject.
EXPERIENCE	<p>Proven experience in identifying, co-ordinating and implementing a variety of medium sized countryside projects.</p> <p>Experience as a volunteer in relevant countryside work.</p> <p>Experience of working with young people.</p> <p>Manage delegated budgets including income, financial reporting and monitoring.</p> <p>Experience of publicity production and promotion. Able to oversee the production of a range of material, deliver events and talks to a range of audiences.</p> <p>Experience of general partnership working.</p> <p>Experience of publicity, branding, promotion.</p>
SKILLS AND ABILITIES	<p>Take the lead in medium sized projects and assist with complex projects.</p> <p>Demonstration of project management skills, being able to manage multiple projects as well as assist on more complex projects, bringing partners together.</p> <p>A clear and effective advocate for the partnership with ability to cope with a wide range of situations.</p> <p>Ability to interpret policies, reports and strategies.</p> <p>Able to demonstrate innovation in workplace.</p> <p>Computer literate with experience of different IT packages.</p> <p>Application of Health and Safety in the workplace.</p> <p>Proven ability to manage and supervise activity providers.</p> <p>Ability to write plans with a focus on learning and engagement.</p>
KNOWLEDGE	Considerable knowledge of local and wider countryside

	<p>management issues.</p> <p>Knowledge of biodiversity, landscape, recreation and heritage management.</p> <p>Awareness of public sector and local authority working.</p>
<p>KENT VALUES AND CULTURAL ATTRIBUTES</p>	<p>Kent Values:</p> <ul style="list-style-type: none"> • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make <p>Our values enable us to build a culture that is:</p> <p>Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile</p> <p>Curious - constantly learning and evolving</p> <p>Compassionate and Inclusive - compassionate, understanding and respectful to all</p> <p>Working Together - building and delivering for the best interests of Kent</p> <p>Empowering - Our people take accountability for their decisions and actions</p> <p>Externally Focused - Residents, families and communities at the heart of decision making</p> <p>(If this document is being used for recruitment purposes, examples of Behaviours which support the Kent Values will need to be demonstrated within the context of this post)</p>