

Kent County Council

Job Description: *Adaptation Pathways Project Manager*

Directorate:	Growth, Environment and Transport
Unit/Section:	Environment and Circular Economy
Grade:	KSH
Responsible to:	Energy & Adaptation Manager

Purpose of the Job:

Kent County Council is participating in the Pathways2Resilience programme; a programme led by Climate KIC that aims to empower more than 100 regions and communities across Europe to co-design visions of a resilient future.

The Adaptation Pathways Project Manager will lead Kent County Council's participation in the programme, ensuring that adaptation pathways planning is undertaken across Kent, with a particular focus on water-related issues and in partnership with relevant stakeholders across the county. The role will oversee the development of 3 of the 4 key deliverables of Kent's project: a resilience strategy, a pathways action plan, and an adaptation investment plan. The role will also be responsible for all project management activities, including stakeholder engagement, risk and issue management, and project reporting; participating in all relevant capacity building activities, including in-person events; as well as acting as the primary liaison between Kent County Council and the Pathways2Resilience consortium.

Main duties and responsibilities:

- **Programme Delivery:** Oversee the implementation of the Pathways2Resilience Regional Resilience Journey, ensuring completion of key deliverables (Adaptation Strategy, Adaptation Pathways Action Plan, Adaptation Investment Plan) by August 2027.
- **Stakeholder Engagement:** Coordinate engagement with water companies, regulators (Environment Agency, Ofwat), local authorities, and community stakeholders to co-design adaptation pathways.
- **Project Management:** Develop and maintain project plans, risk registers, and reporting schedules in line with Pathways2Resilience requirements.
- **Capacity Building:** Participate in and coordinate Kent County Council's involvement in Pathways2Resilience capacity-building activities, including online lessons, Innovation Practice Groups, and peer mentoring programmes.
- **Policy and Innovation:** Identify opportunities for innovative water management solutions and integrate these into adaptation pathways.

- Representation: Act as Kent County Council's primary point of contact with the Pathways2Resilience consortium and represent the Council at relevant meetings.

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

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Person Specification: *Adaptation Pathways Project Manager*

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	<ul style="list-style-type: none">• Educated to a degree-level or equivalent in a relevant environmental field.
EXPERIENCE	<ul style="list-style-type: none">• Extensive experience in developing strategies and action plans, ideally within an externally funded or multi-stakeholder context.• Strong, proven track record of partnership working across public, private, and community sectors.• Experience of presenting reports to, and participating in meetings with, Senior Officers and elected Members.• Experience of budget management, financial monitoring, and project reporting in an externally funded context.
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Excellent project management and organisational skills.• Strong written and spoken communication skills, including stakeholder engagement and co-creation processes.• Excellent facilitation, presentation, and negotiation skills.• An ability to build relationships across organisational and professional boundaries and to work collaboratively with varied stakeholders.• An ability to manage complex projects with multiple deliverables and deadlines.• An ability to work independently and as an effective team member.
KNOWLEDGE	<ul style="list-style-type: none">• Extensive knowledge of the principles of climate adaptation, adaptation pathway planning, and adaptation finance.• Knowledge of national legislation, guidelines, and regulations relating to water resource management.• A good understanding of the implications of water use on the environment and the roles and responsibilities of key partners and local government in the management of water.• Awareness of Data Protection and GDPR issues.

KENT VALUES AND CULTURAL ATTRIBUTES	<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 Curious - constantly learning and evolving Compassionate and Inclusive - compassionate, understanding and respectful to all Working Together - building and delivering for the best interests of Kent Empowering - our people take accountability for their decisions and actions Externally Focused - residents, families and communities at the heart of decision making</p>
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