

Kent County Council

Job Description: *Kent Downs Heritage Ponds Officer*

Directorate:	Growth, Environment and Transport
Unit/Section:	Kent Downs National Landscape
Grade:	KR8
Responsible to:	Kent Downs National Landscape Manager

Purpose of the Job:

This is a temporary fixed term role, to oversee the delivery of an important Heritage Ponds project, funded by the Farming in Protected Landscapes Scheme (DEFRA).

The project aims to map the heritage dew ponds and 'soles' in the Kent Downs National Landscape and aspiring UNESCO Cross Channel Global Geopark, adding to the Historic Environment Record and enabling ground truthing in priority areas.

You will be expected to lead the project, working with multiple partners and landowners, and coordinating volunteer contribution, to achieve the project outcomes:

- A digitally mapped GIS layer of Heritage Ponds
- An inventory of current pond condition (heritage and biodiversity condition) in priority areas of the Kent Downs
- A list of priority pond sites for conservation, restoration or re-creation
- A legacy plan for the project, to include details of possible future funding options.

Main duties and responsibilities:

- Work with the KCC Heritage Team and Kent Downs Community Archaeologist, to disseminate mapping guidance and workshops to a wide range of volunteers who will contribute to the heritage pond mapping.
- Work with other members of the Kent Downs team to create a new digitally mapped GIS layer of heritage ponds.
- Coordinate ground-truthing of the pond mapping in key, priority areas of the Kent Downs landscape, by working with the Kent Countryside Management Partnerships (CMPs) and other agencies including the RSPB and the Farming and Wildlife Advisory Group (FWAG). This will involve coordinating communication with landowners of heritage pond sites, including dissemination of Farming in Protected Landscape Scheme guidance and advice to support individual pond projects.
- Collate ground-truthed information to form a Heritage Pond Inventory for key, priority areas of the Kent Downs, balancing conservation and heritage interest, with access and landowner suitability – to highlight priority ponds for future conservation and restoration.

- Establish future priorities and funding for conservation and restoration of Heritage Ponds throughout the Kent Downs, exploring options such as National Lottery Heritage Fund.
- Work collaboratively across the Kent Downs team, sharing knowledge and expertise and promoting the project, as well as the aims and policies of the Kent Downs National Landscape and Aspiring UNESCO Geopark.
- Work with the Kent Downs communications team to raise awareness of and produce guidance regarding the importance and conservation of heritage ponds in the Kent Downs National Landscape.

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.

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Person Specification: *Kent Downs Heritage Ponds 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	Educated to degree level, or equivalent, in relevant environmental or biological sciences.
EXPERIENCE	<p>Experience of project management, including coordination of project streams and budgets.</p> <p>Experience of working across a landscape area on conservation and ecological projects.</p> <p>Experience of working with multiple partners, agencies and individuals.</p> <p>Experience of working effectively with volunteers</p> <p>Experience of collating and organising complex project data</p> <p>Experience of countryside management, including pond management, and working with landowners.</p> <p>Experience of working on grant-funded projects and of completing reporting.</p>
SKILLS AND ABILITIES	<p>Project organisation and leadership.</p> <p>Strong communication skills, both written and oral.</p> <p>Ability to present information clearly and concisely, for general project communications and grant reporting.</p> <p>Ability to organise project streams with multiple partners and manage project budgets.</p> <p>Ability to work effectively with volunteers.</p> <p>Ability to understand detailed data and mapping and also strategic project aims and objectives.</p> <p>Use of multiple IT packages, including Microsoft and preferably ArcGIS.</p> <p>Ability to travel to locations throughout the Kent Downs National Landscape.</p> <p>Flexible thinking, with the ability to scope multiple future options for Heritage Ponds throughout the Kent Downs (ie funding and logistics).</p>

	<p>A clear and effective advocate for the Kent Downs National Landscape and aspiring UNESCO Geopark</p> <p>Ability to work effectively both independently and as part of a team.</p>
<p>KNOWLEDGE</p>	<p>Knowledge of the Kent Downs National Landscape – the geographical area as well as management plan and policies.</p> <p>Good level of understanding of landscape ecology, including knowledge of pond biodiversity and management needs.</p> <p>Knowledge and understanding of trends in landscape change, including loss of ponds – and the significance of ‘ghost ponds’.</p> <p>Some knowledge of the different conservation agencies and partners who carry out conservation management and work with landowners in the Kent Downs.</p> <p>Working understanding of maps, mapping, map layers and ArcView GIS.</p> <p>Understanding of the significance of historic maps of the landscape, and what they can reveal.</p> <p>Awareness of public sector and local authority working.</p>
<p>BEHAVIOURS AND KENT VALUES</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>