

**PERSON SPECIFICATION**

JOB TITLE: **Project Officer - River Thame Conservation Trust**  
 REPORTS TO: **CEO – River Thame Conservation Trust**

	<b>Skills, experience and expertise</b>
<b>ESSENTIAL</b>	<p>Degree or equivalent qualification in an appropriate subject.</p> <p>Demonstrable experience in freshwater ecology and a thorough understanding of the issues (and scientific evidence) relating to water environments, water quality, water-related biodiversity and habitat management.</p> <p>Practical experience of planning and delivering habitat improvement works.</p> <p>Experience of recruiting, managing and retaining volunteers.</p> <p>Demonstrable experience of project management – being able to deliver quality projects within timescale and to budget to meet objectives.</p> <p>Experience of working in partnership with other organisations and of building fruitful professional relationships to support delivery of projects.</p> <p>Experience of managing contactors and consultants – ideally on practical projects.</p> <p>Ability to prioritise and manage workload and time, juggling requirements of a varied role and able to manage several projects simultaneously.</p> <p>Excellent written and verbal communications skills and ability to use social media.</p> <p>Good IT skills – proficient in word, excel, GIS packages, PowerPoint</p> <p>Direct experience of communicating with and engaging stakeholders across different types of organisations and communities.</p> <p>Experience of using, gathering and analysing scientific data – eg water quality or species data.</p> <p>Physically able to meet demands of carrying site surveys and work outdoors in rough terrain or waterways.</p> <p>Able to occasionally work outside core hours.</p> <p>Full current UK Driving license and use of own car.</p>
<b>DESIRABLE</b>	<p>Existing knowledge of the River Thame catchment</p> <p>Master’s degree in relevant discipline</p> <p>Experience of working with farmers and landowners</p> <p>Experience of editing websites and analysing website user data.</p>

Nov 2017