



**Chichester
Harbour
National
Landscape**



**CHICHESTER
HARBOUR
CONSERVANCY**

JOB TITLE: LEAD RANGER

ACCOUNTABLE TO: National Landscape Operations Manager

TEAM: National Landscape Team

LOCATION: HARBOUR OFFICE, WEST ITCHENOR

SALARY: GRADE 8 (scp 20-24) £30,296 - £33,024

DURATION: PERMANENT

HOURS PER WEEK: 37 HOURS, FULL TIME

PURPOSE

To plan and deliver a programme of projects to collectively manage access and promote the conservation of habitats in Chichester Harbour National Landscape, meeting the objectives of Chichester Harbour Conservancy and the Management Plan.

DUTIES

- Positively contributing to the work of the National Landscape team and the wider work of the Chichester Harbour Conservancy.
- Managing the Ranger, Apprentice Ranger and/or Seasonal Ranger, Volunteer Rangers (Conservation and Harbour Watchers), and assisting with recruitment when required.
- Leading and actively delivering the weekly practical programme of works, for example, cutting, site maintenance, tree maintenance, site upkeep and maintenance, fencing, installations, surveys.
- Acting as a first point of contact for and responding to enquiries and issues raised by the general public (sites, footpaths, cycle ways etc.).
- Undertaking practical conservation work (e.g. the annual cutting programme) and outsourcing it as and when required and managing those contractors.
- Discussing and agreeing habitat site improvement projects with the Conservancy's Ecologist, and overseeing their implementation.
- Discussing and agreeing footpath and access infrastructure projects, overseeing their implementation.
- Discussing and agreeing maintenance works for the Conservancy's estates and assets with the Deputy Harbour Master (Health & Safety) and other stakeholders, overseeing their implementation if required.

- Organising and managing the programme of Friends of Chichester Harbour Conservation Work Parties.
- Maintaining an effective working relationship with the two Highways Authorities (Hampshire County Council and West Sussex County Council), the Friends of Chichester Harbour, the Chichester Harbour Trust, and other important stakeholders.
- Installing and maintaining interpretation panels, byelaw boards, additional signage and other countryside infrastructure as and when required.
- Responsibility for all National Landscape risk assessments, making sure they are implemented, followed and annually reviewed, and kept up-to-date.
- Ensure the sites, infrastructure and assets database (Harbour Assist) is kept up to date and the inspection regime is followed and logged. Manage and maintain relevant audit documentation for specific assets (e.g. memorial benches).
- Responsibility for managing and maintain an up-to-date National Landscape equipment inventory, reporting any lost or damaged items and arranging repair or replacement as required.
- Responsibility for managing the Rangers trucks, reporting any damages.
- Responsibility for reporting performance data for the Annual Review as required by the National Landscape Operations Manager and Director – National Landscape.
- Attending relevant meetings, training courses and conferences as required.
- Undertaking any other relevant duties commensurate with the role. (for example, supervising ad-hoc work experience requests).

PERSON SPECIFICATION

Knowledge, Skills and Experience

Qualifications

- Recognised UK qualification in a countryside management subject.
- At least five years relevant experience in countryside management / ranger role (or equivalent).
- Current and relevant machinery operation certification (e.g. strimming, brush cutting, chainsaw).
- UK driving licence.

Experience/Knowledge

- Conservation and access.
- Working in a protected landscape.
- Leading and managing staff.
- Working with volunteers.
- Practical countryside work.
- Highly proficient and experienced using on-site equipment (e.g. chain saws, brush cutters, post drivers)
- Project management.
- Partnership working.

Skills

- High level of oral, written, numeracy and literacy skills.
- IT skills with good working knowledge of Microsoft Office.
- Able to work on own initiative or as part of a multi-disciplinary team.
- Able to determine priorities, manage time and ensure deadlines are met.
- Able to liaise effectively with a wide range of colleagues, stakeholders, partners and contractors.
- Self motivated and a problem solver.

Other

- Operate in accordance with confidentiality and data protection legislation.
- Willingness to work some evenings and weekends.
- Able to travel in own car as required.
- Water-based qualifications (e.g. RYA powerboat) would be an advantage.