



**The Trent Rivers Trust**  
**Job Description: Tittesworth Catchment Officer**

<b>Job Title:</b>	Tittesworth
<b>Job Location:</b>	Trent Catchment. Home-based.
<b>Salary and terms:</b>	Permanent, subject to funding availability. Salary £23,176 depending on experience/qualifications.
<b>Full-time:</b>	4 days per week.
<b>Reporting to:</b>	Senior Catchment Manager (West)
<b>Responsible for:</b>	None

**Purpose of role:**

This role is for a skilled agricultural professional who is experienced and confident talking to land owners. They will work closely with farmers and land managers in the catchment area of Tittesworth Reservoir and a series of nearby boreholes around Leek and Stoke-on-Trent to identify, report and minimise the risk of diffuse pollution reaching watercourses and then into the drinking water reservoir. This requires advising and supporting land owners to promote good land management practises throughout the catchments and responding to pollution incidents as necessary. A particular emphasis in these catchments is on the risk posed from pesticides and cryptosporidium. Working alongside Severn Trent's Catchment Scientists, you will monitor the impacts of changes in land use and measures adopted. Taking water quality samples and reporting back to Severn Trent on the outcomes through farmer engagement and other technical issues will form an important part of the job.

The Catchment Officer provides the single 'go to' contact for land owners in the catchments, to discuss all issues relating to water quality, land management or grant funding for capital works. The Catchment Officer will also be able to support and promote wildlife in the farmed environment, where appropriate.

**The Role**

Supported by Severn Trent, The Trent Rivers Trust (TRT) has been working with land owners in the Tittesworth catchment since 2010. We have a strong track record in of reducing the impact of diffuse pesticide pollution to the reservoir by taking them well below the detectable level and it is important that these low levels are now maintained.

This work is one of several projects delivered by TRT across the Trent catchment where we work closely with farmers to achieve environmental outcomes using an evidence-based farm friendly approach. The successful candidate will also need to work with farmers to secure additional grant funding for capital works where possible, through the Severn Trent Environment Protection Scheme (STEPS) grant or other agri-environment funding where it is available.

A key element of the role will be to build on the positive relationships already established, continue to support landowners/ farmers as well as securing further grant funding to help expand the delivery of water quality and biodiversity enhancements.

The role will be home based, but the candidate will be expected to spend time in the north Staffordshire catchment for a proportion of each working week. The Catchment Officer will be familiar with agricultural and farming with particular emphasis around the dairy industry; They will need to be able to listen and liaise effectively and sensitively with farmers and a variety of other stakeholders. It is expected that the Catchment Officer will support the delivery of Trent Rivers Trust's Business Plan and other agricultural based initiatives.

### **Principal Duties and Responsibilities**

- Undertake direct delivery of advice to farmers/landowners, influencing them to make behavioural and management changes on their land.
- To carry out in catchment water quality sampling monthly and when additional ones are required
- Fully investigate any abnormal catchment water quality results when highlighted.
- Promote, engage and seek participation in the STEPS programme and other grant schemes as appropriate.
- Liaise with agricultural specialists, contractors and agronomists to ensure delivery of the catchment action plans.

### **Partnership working, coordination and communications**

- Co-ordinate, deliver and participate in events to help with the promotion and awareness raising of the core messages and catchment management programmes.
- Plan and deliver training events, sessions and develop partnerships to meet local training needs in relation to water quality.
- Participate in, and contribute to, project meetings both internally and externally.

### **Project reporting**

- To report to the Senior Catchment Manager (West)
- Support farmers to apply for STEPS and other grants as required.
- Be responsible for reporting on project activities being undertaken in this role.
- Administer and verify scheme activity.

- Maintain a system of evaluation and feedback from farmers and land managers.
- Prepare and submit monthly progress reports to ensure adequate monitoring of the programme, engagement activity and scheme take up into a Farmer Engagement Database.
- Contribute to and support the delivery of the Severn Trent Catchment Plan for the Tittesworth Catchment and the neighbouring boreholes.
- Contribute to TRT fundraising and business development activities for delivering further agricultural and diffuse pollution reduction work.
- The post holder will be responsible for ensuring they provide timesheets, expense claims and monitor project spend to enable regular reporting to funders, team members and Trustees.

### **Contribute to the work of Trent Rivers Trust**

- Contribute to and support the work and growth of TRT, delivering the Trust's vision, mission and core values.
- Contribute to the Trust's systems and process, ensuring good record keeping, project and budget management, and reporting to funders, partners internally and externally as required.
- Take full responsibility for overseeing the Health and Safety requirements of projects as delegated and contribute to the improvement of Health and Safety at TRT
- Other duties as may be appropriate to the position.

## Experience and Expertise

TRT is seeking a suitably qualified person to fulfil the role of Tittesworth Catchment Officer. The following skills and experience have been identified as essential or desirable for this role:

Requirements	Essential	Desirable
<b>Training and Experience</b>		
Educated to at least degree level in a relevant agricultural field or equivalent relevant work experience in the environmental sector		X
Relevant professional qualifications in relation to providing agricultural sector advice – for example BASIS (in particular Pesticides), FACTS or other CPD activities. *	X	
A minimum of two years' experience of providing advice to farmers and landowners	X	
Experience working with farmers/landowners to achieve environmental improvements.		X
An understanding of farm-based grants and funding schemes.	X	
Experience of partner and funder reporting processes		X
Effective communications skills including ability to build and maintain good relations with farmers, contractors and project partners.	X	
<b>Knowledge and Understanding</b>		
Have a sound understanding of rural and upland farming systems.	X	
Knowledge of soils, soil management and field sampling.	X	
Knowledge of the legislation relevant to the agricultural sector to protect habitats and water quality.	X	
Working knowledge of farm business management especially dairy		X
Experience in nature conservation, river, wetlands and biodiversity.		X
A strong background in understanding water quality issues.		X
A good working knowledge of MS Office 365, email and social media	X	
Excellent time management skills with the ability to make day to day decisions under own initiative	X	
A good understanding of the challenges of working in the NGO sector and/or a small organisation		X

Excellent organisational and administrative skills with the necessary attention to detail	X	
Excellent interpersonal skills, both in person, over the phone, via online meetings and email	X	
<b>Miscellaneous</b>		
Commitment to equality of opportunity	X	
Full driving licence and car insured for business use	X	
Ability to work occasional evenings and weekends if required	X	
Knowledge of Health and Safety as it relates to the oversight of environmental projects	X	
Excellent organisational skills and the ability to work independently with minimal supervision.	X	
An affinity with the aims and objectives of TRT and its role of improving the Trent environment for people and wildlife.	X	

\*The BASIS pesticide qualification is a key requirement for this role. If the preferred candidate does not currently have this qualification, there is the possibility for additional training to acquire it within the first 12 months (reduced salary will be offered until the qualification is in place). TRT will cover the costs of the required training course(s).

## Terms and Conditions

- The starting salary for this post is £23,176 for a four day per week role.
- The post will require frequent travel to the Tittesworth Catchment and nearby areas in North Staffordshire, a full UK driving licence and access to a car is essential. There may be a need to travel to other sites in the Trent catchment on an occasional basis. Mileage expenses will be paid in accordance with the HMRC non-taxable levels. Car insurance providers need to be made aware of this business use
- TRT will contribute 9% of gross salary to a Pension, subject to a 6% Employee Contribution or the minimum rates in line with our auto-enrolment scheme, both subject to possible increases.
- The post attracts an annual holiday entitlement of 25 days plus statutory bank holidays for a FTE post, calculated on a pro rata basis for part time hours
- The post holder will be expected to work from home as their base. The post holder will also be asked to attend meetings and other activities in the Ilkeston office.
- A small 'working from home allowance is payable on a pro rata basis but employees are expected to provide a broadband connection which can be used for TRT business. Office consumables can be claimed on expenses when used directly for TRT purposes, subject to approval

- The appointment will be permanent, subject to ongoing funding availability

### **The Trent Rivers Trust Work Ethos**

The Trent Rivers Trust comprises a small team of environmental professionals dedicated to the improvement and enhancement of the Trent Catchment. Staff members often work largely unsupervised, although regular team meetings are organised and staff are encouraged to meet up regularly to share ideas and develop work themes and projects.

TRT recognises the importance of a strong work-life balance and actively promotes this. A high degree of flexibility is provided to staff members in relation to hours and location of work in return for unstinting commitment and absolute honesty and integrity. Staff members are expected to work unsocial hours when necessary, including occasional weekends and evenings.