**Job and Person Profile (JPP)**

|  |
| --- |
| **Job details** |
| **Job title** | Assistant Ecologist |
| **Job Reference** | 20745 |
| **Grade and Salary** | 4 - £28,598 per annum (pro rata for part time)This role includes performance related pay progression |
| **Service and Team** | Growth, Highways and Infrastructure, Landscape and Biodiversity Team |
| **Location** | Endeavour House, 8 Russell Road, Ipswich IP1 2BX – Hybrid working |
| **Hours per week** | 37 |
| **Status** | **Permanent** |
| This role may offer the following flexible working options. | * *Working part time hours (eg different hours/days to those advertised)*
* *Job sharing*
* *Working compressed hours (eg a nine-day fortnight)*
* *Term time working (including partial term-time working)*
* *Use of flexitime / time off in lieu*
* *Hybrid working options, including some home working.*
* *Working from different Council buildings*
* *Working adjusted core hours (eg starting later and finishing later or other patterns)*
 |

|  |
| --- |
| **About us** |

As a modern and effective council, we understand the importance of being flexible and well-connected in the ways we work. We focus our ambitions on doing what’s right for people, our partners, and our communities - both now and for the future.

That is why, as one of the largest employers in Suffolk, we believe in empowering everyone. Through career variety and collaborative working, accessible career paths and professional development.

The support and care we offer encourages and enables you to be the best you can be. To make a meaningful impact on the world around you. To achieve a unique sense of pride in what you do, why you do it and where. **Reimagine the possibilities.**

|  |
| --- |
| **Main purpose of the job** |

* To promote the conservation and enhancement of Suffolk’s wildlife
* To support the County Ecologists, and Senior Ecologist in undertaking a broad range of ecological activities and advice in support of SCC’s priorities.
* Contribute to the delivery of the Suffolk Verges Project, including the Roadside Nature Reserve scheme, as well as the County Wildlife Sites Project.
* To undertake other ecological work and administrative duties as part of the Landscape and Biodiversity Team, as required.

|  |
| --- |
| **About the team**  |

The Landscape and Biodiversity Team provide a key service within Suffolk County Council, and in support of wider environmental activities throughout the county. Working alongside a wide range of colleagues, and delivering different aspect of the Council’s services, we ensure that Suffolk’s biodiversity is protected and enhanced in line with local, and national legislation, as well as climate change, nature recovery and community focussed objectives.

This role presents a terrific entry-level opportunity to work within a skilled and motivated ecology team, develop skills and experience, and work alongside a range of key organisations to ensure that the habitats and species of the County are conserved and enhanced for future generations.

|  |
| --- |
| **What you will be expected to deliver in the role** |

**Day to day tasks may include:**

* Supporting the championing of the wildlife interests of Suffolk and as important building blocks of Suffolk’s growth, health, and well-being.
* Supporting and advocating the delivery of Suffolk’s Nature Strategy, and its partnership approach.
* Conducting specialist ecological work, and support the provision of specialist advice, as required, to inform and advise colleagues across SCC in the delivery of projects.
* Supporting the County Ecologists, and Senior Ecologist in providing advice to the Strategic Planning Team on consultations on Nationally Significant Infrastructure Projects (NSIPs) and spatial planning documents,
* Support the lead Ecologist in the delivery of the Suffolk Verges Project, including the Roadside Nature Reserve scheme,
* Support the lead Ecologist in the delivery of the County Wildlife Sites Project, working with the Suffolk Biodiversity Information Service, Natural England, and Suffolk wildlife Trust.
* Support the delivery of landscape scale conservation projects in conjunction with County Council colleagues and external partner organisations as required.
* Undertaking any other ecological and administrative duties as reasonably required by the County Council.

Although this list provides examples of what you will be doing, it is not intended to be exhaustive, and you will have personal objectives linked to our People Plans and Strategies that will be discussed and agreed with your line manager when you start.

|  |
| --- |
| **Person Profile – what you will bring to the team** |

**Qualifications and professional memberships**

1. Degree or equivalent in appropriate discipline environmental/ecological or equivalent level of knowledge and experience.

**Values and personal qualities**

1. Demonstrates a passion for making a positive difference for Suffolk.
2. Shares our [WE ASPIRE](https://www.suffolk.gov.uk/jobs-and-careers/working-for-suffolk-county-council/our-weaspire-values/) Values and strives to lead by example in relation to these.
3. A strong commitment to fairness and Equality, Diversity, and Inclusion (EDI).
4. Strives to continuously improve in everything they do, taking the initiative to learn and develop.
5. Brings creativity into their work through innovation and openness to change.
6. Collaborates well with others and offers assistance and support to colleagues.

**Specialist knowledge skills and experience**

1. Skilled and knowledgeable, with appropriate and demonstrable experience volunteering, or working in an appropriate specialist field.
2. Demonstrable knowledge of environmental legislation and its application in land management / environmental conservation disciplines
3. Skilled at interpreting reports, such as environmental statements
4. Ability to write clear and concise reports and evaluate key findings in a range of types of environmental and planning reports.
5. Broader natural environment knowledge, ability, and confidence to work flexibly across disciplines.
6. Experience of ecological surveying across a range of taxonomic groups
7. Ability to problem solve and multi-task daily.
8. Up to date knowledge of associated best practice guidance
9. Advanced verbal and written skills to promote ecological issues to a wide variety of audiences.
10. Strong negotiation and advocacy skills, for the benefit of the natural environment
11. Elevated level of literacy to interpret legislation, guidance, and to write committee, and other reports as necessary.
12. Skilled at team-working, and able to work in a small multi-functional team.
13. GIS and use of common Microsoft Office applications including Word, Excel, PowerPoint.

**Additional requirements**

1. Ability to travel to remote parts of Suffolk and to work outside in all weathers and on all terrains.
2. Ability to manage own workloads, and work with minimal supervision,
3. Ability to undertake Lone Working to agreed protocols.

**It would also be desirable to have**

1. Protected species licences (either existing or working towards)
2. Demonstrable knowledge of the planning system and development management in particular
3. An understanding of tree and woodland management
4. Website management experience

If you think you have what it takes to be successful in this role, even if you do not meet all the criteria, please apply. We would appreciate the opportunity to consider your application.

|  |
| --- |
| **Travel requirements** |

* **Frequent Travel Essential** - You will need to travel, so you must either hold a full, current driving licence and have access to personal transport or meet the mobility requirements of the role through other reasonable and suitable means (A pool car can be made available).

|  |
| --- |
| **Our values – WE ASPIRE** |



At Suffolk County Council our WE ASPIRE values set out the behaviours we expect from everyone in the organisation regardless of who they are, what their role or grade is or where they work.

The values have been developed through feedback and input from employees at the council and underpin how we go about our everyday work. They define us and help us to be the best we can be.

Visit our [**careers pages**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) for more information on our WE ASPIRE values.

|  |
| --- |
| **Our Customer Commitment** |



In addition to our WE ASPIRE values, we also have a **Customer Commitment** which sets out a number of strong principles that help support high standards of customer service and care that we can all endeavour to consistently demonstrate.

For more information, view our [**Customer Commitment poster.**](https://sccrecruit.blob.core.windows.net/assets/SCC/Other-Docs/17.06.2020_%20CUSTOMER_COMMITMENT_POSTER.pdf)

|  |
| --- |
| **More information for recruitment applicants** |

We offer a fantastic working environment including diverse and active staff networks,

great flexible working options and many benefits, as well as the opportunity to improve the lives of Suffolk residents.

Visit the [**Suffolk County Council career website**](https://eoce.fa.em3.oraclecloud.com/hcmUI/CandidateExperience/en/sites/CX_3001/pages/11002) to learn more, including information about adjustments to recruitment processes, our interview schemes and other commitments to equality, diversity and inclusion.