  

**JOB DESCRIPTION Climate Change Adaptation Officer**

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| **Job Title** | Climate Adaptation Officer |
| **Reports To** | Nature Based Solutions Manager |
| **Responsible for** | N/A |
| **Team** | Nature Recovery Team  |
| **Job Purpose** | To assist the delivery of the EU-funded ‘Climate Adaptation through Co-Creation’ project ([Co-Adapt](https://co-adapt-water.eu/)), with a focus on the [Adapting the Levels](https://www.adaptingthelevels.com/) project based on the Somerset Levels and Moors. The project helps to protect our fabulous wetland wildlife and landscapes, using nature-based and natural process solutions to manage water that will help map a positive future for Somerset in the era of Climate Change. A key output is the creation of adaptation pathways relating to;* Project focus areas
* Agriculture on the Somerset Levels and Moors
* The management of priority habitats, identifying triggers for ecological transformation and mapping options

The role will include a large degree of partnership and close liaison with technical experts in the Climate Change Adaptation Pathways approach. Community engagement and consensus-based solutions approaches are major elements of the role.  |
| **Position**  | Full time – Five days per week until March 2023. The position includes some weekend and evening work. |
| **Salary** | £24,000 |
| **Working Relationships** | ***Internal:*** All Staff and volunteers |
|  | ***External:*** Adapting the Levels Project staff from Somerset Rivers Authority & FWAG SouthWest. The general public, community groups, landowners, infrastructure organisations, technical experts (Trioss), project partners (UK, France, Netherlands and Belgium) |
|  ***Job Description – Key Responsibilities and Tasks**** Work closely with the NBS Manager and wider project team from partner organisations, to develop and deliver a programme of online and face to face communications, meetings and workshops. In order to develop climate change adaptation pathways at a county level, and in specific local areas relating to flooding and drought. This is designed to foster climate change resilience and adaptation in the county, and therefore involves working closely with farmers and landowners, all layers of local council, infrastructure experts, academics and the general public, including communities already impacted by flooding.
* Work closely with NBS manager in developing information for a lay audience regarding climate change, sea-level rise, carbon storage and predicted changes in land use, to help people understand what the future may bring especially in Somerset’s wetland environments.
* Assist in the development of adaptation pathways for priority habitats which will contribute to managing internationally important wetlands.
* Keep abreast of national and international climate change developments and relate these to Somerset.
* Assist in the development of a toolkit to explain the process of developing community-based solutions to the big issues of climate change.
* Assist with work to share information and project developments with project partners in the UK and Europe.
* Assist in the development and implementation of a communications plan that raises awareness of the project and its impact; garners support; and highlights Somerset as a place at the frontline for climate change. This will include engagement through social media and the production of awareness materials in printed and online formats.
* Assist with management of the budgets, monitoring and evaluation of progress and impact, meet project milestones and report to funders.
* Represent SWT externally in meetings, in the media and by giving presentations to various audiences

**General*** The job holder is required to follow and comply with all policies and procedures of the Trust which includes the Trust’s Health and Safety procedures in the workplace, ensuring personal safety and the safeguarding of the interests and safety of all staff, volunteers, children and young people and participants in the project.
* To uphold the working values and expectations of the Somerset Wildlife Trust.
* To carry out other duties relevant to your post as reasonably required by your line manager.
* The role will include some foreign travel to ensure close collaboration with all partners.
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| **PERSON SPECIFICATION** |
| To succeed in this role you will need to demonstrate: |
|  | ***Essentials*** | ***Desirables*** |
| **Qualifications** | A degree in a relevant environmental or social subject or equivalent work experienceFull driving license | A relevant qualification in community development or conservation management  |
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| **Experience/Knowledge** | Knowledge and 2 years experience of working in the field of Climate ChangeAt least 2 years experience of working with a range of local communities, including farmers & landowners or as part of a community group (preferably on environmental projects)Experience in the creation of awareness and other communications materials- website CMS systems, Mass email platforms and printed formats  | Broad understanding of the Adaptation Pathways processAn understanding of mobilising social change through grassroots advocacy workGood knowledge of Somerset, its geography, people and wildlifeWorking knowledge of current conservation issues Knowledge of wetland land management and farming challengesExperience of managing projects and associated budgetsExperience in organising and delivering public events and activities.  |
| **Skills** | Ability to research, synthesize and communicate complex information to lay audiences.Ability to communicate community concerns and aspirations to technical audiences.Good organisational, administrative, communication skills (written and verbal), report writing, and IT skills (Microsoft office) Good inter-personal skills, with a responsible, team-oriented approach to work | Experience with Mailchimp, Squarespace CMS and Adobe pro video editorAbility to network at grassroots level with community and/or landowning groupsProficient in the use of social mediaKnowledge of consensus-based decision-making approaches |
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| **Attributes** | Innovative, resilient and self-motivated – a solution seekerTact and diplomacyAbility to demonstrate creativity and enthusiasmAbility to work effectively under pressure and to deadlinesCommitment to wildlife conservationEffective and inspiring communicatorAble and willing to work weekends and evenings when required for which TOIL is applicableWilling to travel throughout Somerset with full access to and use of own car. |  |

  

**To be issued with the Job Description**

**Wilder Somerset 2030: THE TRUST’S WORKING VALUES AND EXPECTATIONS**

**Developing Somerset Wildlife Trust**

To deliver our Wilder Somerset 2030 plan we, Somerset Wildlife Trust, will need to build our charity, be clear in our priorities and ensure our own actions support our aims. We have a new set of Values that will inform all our decision-making and actions to bring about nature’s recovery across Somerset.

* We are passionate about nature.
* We believe everyone can make a contribution to nature’s recovery.
* We love Somerset - its amazing wildlife and its communities.
* We are confident and brave in standing up for nature.
* We encourage innovative thinking and action for nature’s recovery.

To deliver our strategy we will:

* Support, inspire and enable others to act while leading by example.
* Develop a Climate and Environment Strategy that delivers on our own environmental commitments within the Trust covering all areas of our operation and land use including procurement, utilities, facilities, and transport to achieve carbon neutrality by 2030.
* Use our resources efficiently and effectively, harnessing the diversity, talent and commitment of our staff and supporters.
* Expand our supporter base and sources of income, including through embracing new opportunities to generate income streams that are compatible with our strategic goals and maintain financial stability.
* Embrace new ways to grow our impact and reach, with a particular focus on expanding our digital knowledge and experience.