



JOB DESCRIPTION

Post title: Landscape Development Manager
Directorate: Conservation and Communities
Grade: 6

Main Purposes of the Post:

To coordinate and manage the Walkham Valley Landscape Recovery (WVLR) scheme and to provide wider support to the farming community through the Dartmoor Hill Farm Project.

Duties and Responsibilities:

1. Work closely with the Dartmoor Land Management Advisor to support the farming community and develop a costed and deliverable vision and business plan for the WVLR
2. Deliver key objectives for the development phase of the new WVLR scheme, including key proposal documents such as the Land Management Plan, Project Management and Governance Plan and the Monitoring and Evaluation Plan.
3. Overall responsibility for day-to-day administration of the project including implementing and monitoring an agreed schedule of project activities.
4. Ensure effective line management and support for staff within the team by consistent application of HR policies and appraisal systems, addressing performance issues appropriately.
5. Secure necessary permissions, liaising with key partners and oversee management of contracts and contractors in line with Defra guidance and procurement procedures.
6. Financial overview of delivery with the Head of Conservation & Land Management linked to quarterly project claims.
7. Coordination of the WVLR Project Steering Group and responsibility for communication with farmers, landowners and the wider community. Ensure regular liaison and knowledge transfer with the other Landscape Recovery schemes on Dartmoor and the wider area.
8. Help develop and deliver programmes of activity around agreed priorities as identified by farmers and other partners such as livestock, grassland, soils, carbon and blended finance.

9. Provide support to the farming community around key agricultural transition themes, particularly assisting with Environmental Land Management scheme advice and delivery.
10. Promote the work to a wider audience through the HFP newsletters, social media channels, website and through our partner organisations. Utilise all media and local networks as appropriate.
11. To work safely, ensuring all safety procedures and other controls identified by risk assessment are complied with and incidents reported promptly and appropriately.
12. To be responsible for the day-to-day operational safety management of team members and others working with or for the Authority in accordance with the Health & Safety Policy.

This job description outlines the current duties required for this post to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility.

July 2024

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