

# GROUNDWORK

CHANGING PLACES  
CHANGING LIVES



BLUE MARINE  
FOUNDATION



## JOB DESCRIPTION

<b>JOB TITLE:</b>	Wild Oyster Local Project Officer
<b>REPORTS TO:</b>	Groundwork Land & Communities Programme Manager, and ZSL Project Manager with respect to the Wild Oyster delivery.
<b>SALARY:</b>	£25,000 per annum, pro rata
<b>HOURS:</b>	Part Time - 22.5 Hours per week
<b>LOCATION:</b>	Sunderland, Blythe and Homeworking
<b>DURATION:</b>	Maternity Cover - Fixed term for 12 months
<b>PRIORITY CONTACTS:</b>	Wild Oysters Project Manager based at Zoological Society of London (ZSL) and Technical Lead based at the Blue Marine Foundation (BLUE), British Marine, Environment Agency.

### JOB SUMMARY

Wild Oysters is an exciting project, developed by the Zoological Society of London, Blue Marine Foundation and British Marine. The project will take place over three years having started in June 2020, and creates Oyster Rehabilitation Hubs in three locations across the UK- Tyne & Wear in England, North Wales and West Coast of Scotland. At each Rehabilitation Hub Oyster Nurseries have been installed across two Marinas, and we will restore the seabed by creating Oyster Reefs. The Oyster Nurseries form an important tool in our education and engagement programme, using the Oyster Nurseries we will engage local communities and schools with native oyster biology and culture, and with wider marine conservation issues.

The Tyne & Wear Wild Oysters Local Project Officer will be employed by Groundwork NE & Cumbria and work closely with the Wild Oysters Project Manager based at ZSL and Technical Lead based at BLUE, to

deliver the Wild Oysters at two sites (Sunderland and Blyth) and the near offshore environment, that collectively form the England Rehabilitation Hub.

The Local Project Officer will be managed by the North of the Region Programme Manager however, will report to the ZSL Project Manager on a day to day basis with respect to the Wild Oyster delivery.

The Wild Oysters delivery mechanism flow chart provides an explanation of the full project structure

The postholder will implement the NE England Wild Oyster Rehabilitation Hub including the maintenance and monitoring of the native oyster nurseries, restoration of wild native oyster habitat, delivering regular public outreach and education sessions to engage the local community with the Wild Oysters project, leading citizen science-based monitoring and reporting as detailed in the Wild Oyster Project proposal.

## **MAIN DUTIES & KEY RESPONSIBILITIES**

### **Project management & administration**

- Organise quarterly meetings with the local working group to provide an update in the progress of the Rehabilitation Hub. Take minutes and feed back to Project Manager.
- Maintain and build relationships and capacity with local stakeholders, including local schools, businesses and marine users.
- Gather and share local knowledge relevant to the project and restoration activities being carried out.
- Submit monthly reports to the project management on progress and report against indicators.
- Financial resources. The post holder has responsibility for ensuring that the project budget is appropriately spent, recorded, and reported on, both internally and externally including in the quarterly reports to the funder.
- Submit expense reconciliations monthly to ZSL Project Manager

### **Restoration activities**

- Responsible for checking, maintaining and scientific monitoring of the oyster nurseries and environmental parameters of the marinas.
- Responsible for checking the Oyster Nurseries and equipment list and reporting back to the Project Manager and Technical Lead.
- Assist with the restoration of oyster reefs including baseline monitoring and monitoring of recovery.
- Responsible for the appropriate and safe use and maintenance of field survey and other scientific equipment for use on projects.

### **Engagement and Education**

- Work to identify and enlist local schools, universities, community groups and businesses to engage them with the project.
- Administer education and engagement sessions with school groups and community groups.
- Lead school site visits to the marinas each month.
- Facilitate online Skype sessions with schools and will deliver presentations in school assemblies.

### **Community outreach**

- Train citizen scientists and develop monitoring methods
- Continue to build the volunteer database
- Work closely with the Project Manager and Local Delivery Partner to develop events each year including: local cultural and historical events, marina open days, knowledge exchange events with local fishers.

**Group communications**

- Seek to capture images and video footage of the project progress when possible.
- Promote and communicate the project in the local community and online on social media channels, websites and blog posts, in accordance with the communication guidelines issued by the Wild Oyster Communication Steering committee.
- Take part in interviews and press events about the project.

**Travel Requirements**

- Regular local travel is a requirement of the role with some national travel including between NE England and London to receive training at least once a year.
- Travel to conferences including within UK for Native Oyster Network meetings and Europe for the Native Oyster Restoration Alliance conference

**Additional Requirements:**

- Comply with all organisational policy, procedures and systems.
- To be aware of, and assume the appropriate level of responsibility for, safeguarding and promoting the welfare of children, young people and vulnerable adults and to report any concerns in accordance with the organisation’s safeguarding policies
- Ability to work outside normal office hours.
- Any other duties commensurate with the level of the post.

**Wild Oyster Project Structure**

