

# GROUNDWORK

CHANGING PLACES

CHANGING LIVES



## PERSON SPECIFICATION

JOB TITLE: NBS Monitoring Officer

Factor	Criteria No	Criteria	Ranking	Criteria to be tested by...					
			(Essential/ Desirable)	Application Form	Interview	Presentation	Practical Exercise	Work Simulated Test	Certificate
Education & Qualifications	1	G.C.S.E or equivalent demonstrating a good level of literacy and numeracy.	E	X					X
	2	Environmental / Conservation based Degree	D	X					X
	3	Habitat Monitoring Training	D	X					X

Experience	1	Experience of monitoring and evaluating habitat / nature based solutions	E	X	X				
	2	Experience of using software packages and mapping apps such as ArcGIS and google maps	E	X	X				
	3	Experience of working effectively with external parties to develop monitoring of NBS projects	E	X	X				

Experience	4	Experience of delivering events and community engagement activities	D	X	X				
	5	Ability of dealing with a variety of tasks and prioritising to meet required deadlines whilst maintaining quality	E	X	X				
	6	Experience of delivering NBS project in rivers and estuaries	D	X	X				

Knowledge	1	Use of a variety of monitoring / evaluation tools	E	X	X				
	2	Understanding of the principles of risk assessment and how to undertake effective risk assessment.	E	X	X				
	3	An understanding of health and safety issues in an external environment and a commitment to attend further training to develop understanding as required	E	X	X				
	4	Knowledge of land based habitat, rivers and estuaries their ecology and conservation	D	X	X				

Personal Skills	1	Organisational skills to enable the provision of an effective and efficient delivery of allocated tasks	E	X	X				
	2	Ability to take and follow instruction effectively	E	X	X				
	3	Good communication skills (both written and verbal) to support the achievement of the project's objectives and to deal with people from a diverse range of backgrounds	E	X	X				
	4	Ability to maintain confidentiality as required.	E	X	X				
	5	Ability to work on own initiative, taking responsibility for task delivery to time, referring matters appropriately.	E	X	X				
	6	Ability to supervise volunteers and/or work as part of a team	D	X	X				
	7	Ability to complete tasks to deadlines whilst still maintaining quality	E	X	X				

	1	Prepared to undertake occasional work out of hours	E		X				
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Additional Requirements	2	A commitment to Equal Opportunities and Diversity in all work practices	E	X	X				
	3	In possession of a full UK driving licence and access to a vehicle	E	X					
	4	An appreciation and commitment to Health and Safety issues in the workplace	E	X	X				