

# JOB DESCRIPTION

**JOB TITLE:** Principal Ecologist – Maternity Cover

**DEPARTMENT:** Communities and Economy

**POST NUMBER:** 1975

**GRADE:** 6

**ACCOUNTABLE TO:** Service Lead - Sustainability and Natural Environment

**LOCATION:** City Offices, Winchester

**POST OBJECTIVES**

To lead on the delivery of the Authority’s functions and activities with respect to ecology and biodiversity, through the provision of specialist ecology/biodiversity advice and support and identifying and delivering strategic needs.

The post requires someone who has a high level of ecological knowledge and expertise who is responsible for the provision of professional biodiversity expertise in support of a variety of the Council’s functions (including Development Management, design advice to the New Homes Team and strategic planning); to protect, maintain and enhance ecological features of quality at International, National and local levels; and to promote quality spaces within Winchester City and the district.

To be responsible for the management of the Ecology Team’s work programme, appraisals and absences.

**SPECIFIC TASKS:**

Strategic support

1. Act as the lead professional for ecological and biodiversity advice and support on behalf of the City Council. This includes ensuring appropriate standards are identified and met, work priorities identified and day to day delivery of work achieved across the ecology work area.

2. Ensure that the provision of advice to planning case officers and applicants meets with the City Council’s statutory and procedural requirements and is compliant with ecological conditions where required. Represent the council in relation to appeals, enforcement and Public Enquiries.

4. Sign off all ecological procedures and protocols produced in-house and ensure these meet national legislation and City Councils policies and procedures.

5. Ensure that the City Council is procurement-compliant when engaging contractors, including tendering and contract delivery.

6. Lead on the regular review of key ecology strategic documents including the Emerging Local Plan and the Nature Improvement Plan, as well as the Hampshire Nature Recovery Strategy. This area of work will include mandatory biodiversity reporting.

7. Identify needs for improvements in working practice as necessary and make recommendations for change.

Ecological Mitigation and Design

8. Provide advice to planning case officers on larger and more complex schemes in response to pre-application proposals and planning applications. This includes support to the Council’s Major Projects team and may also include attendance at planning committees, providing proof of evidence and attendance as expert witness at planning inquiries when required.

9. Provide lead support to Strategic Planning in relation to the Local Plan, policy development and preparation, potential site allocations, stakeholder and consultee liaison, Design Guides, Development Briefs, and supplementary planning documents.

10. Provide ecological support to the New Housing Team and Property Services Team on larger scale projects and schemes for internal customers, partners and stakeholders as required. This to include aspects of the design process from initial concept and feasibility to final implementation and long term management for medium sized schemes and writing specifications and working with external ecological consultants for the larger schemes.

11. Initiate, design, co-ordinate and oversee implementation of ecological schemes on Council owned and managed land as required, to enhance the environment. This includes working in partnership and consultation with others including the local community and stakeholder organisations.

Nature Improvement Plan and Green Infrastructure

12. Be responsible for the review and implementation of the Winchester Nature Improvement Plan , with the consideration of Biodiversity Net Gain, promotion of ecosystem services and natural capital and Local Nature Recovery Strategy.

13. Assist with the delivery of effective Green Infrastructure throughout the district to meet environmental and sustainability objectives and policies, including working in partnership to deliver Green Infrastructure benefits and developing and implementing a GI programme of works.

14. Further the Council’s objectives in promoting the protection and enhancement of quality landscapes within the District and effectively overseeing the land management of “ecological sites” This may include representation at conferences, meetings and workshops, when requested and also contributing to officers’ and members’ training.

15. Work with and engage with Community Groups and deliver Partnership working effectively

ADDITIONAL REQUIREMENTS:

16. To undertake such training of a residential or non residential nature appropriate to the post objective as directed by the Service Lead – Sustainability and Natural Environment or other senior manager.

17. To undertake such other duties, as determined by the Service Lead – Sustainability and Natural Environment commensurate with the grade of the post and the abilities of the post-holder.

This job description outlines the duties required for the time being of the above 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 entailed.



# PERSON SPECIFICATION

|  |  |  |  |
| --- | --- | --- | --- |
| **JOB TITLE** | **Principal Ecologist – Maternity cover** | **POST NUMBER:** | **1975** |
| **Department:** | **Economy & Community** | **DATE:** | **Sept 2025** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Requirements** |  | **Weighting** | **Assessment Method** |
| Skills | Excellent interpersonal skills – ability to work in partnership with others and to communicate effectively.  Ability to self-manage, plan and deliver work to agreed deadlines.  IT skills including ability to utilize and interrogate GIS and database systems.  Ability to prepare detailed and accurate specifications for contractor work, contract documents and manage tendering process for letting contracts.  Ability to prepare strategic policy plans and associated work programmes. | 3  3  2  3  3 | A/I  A/I  A/I  A/I  A/I  A/I |
| Experience and Knowledge | At least 5 years relevant work experience.  Full Member of CIEEM (or immediately eligible) and keen to progress to Chartership.  Proven ability to think strategically, to consider multiple drivers and demands and to identify key priorities and delivery options.  Proven knowledge of various land management practices and their delivery.  Proven knowledge of delivering effective Development Management ecological advice and support to include support to significant and major development schemes and NSIPs, including cross boundary and partnership working.  Proven knowledge of people management.  Strong understanding of current legislation and how it applies to work and knowledge of how to keep abreast of changes and their implementation into policy and practice.  Knowledge of how the ecological industry works, how to negotiate best outcomes and how to communicate effectively with a range of audiences.  Experience in local authority environment | 3  2  3  3  3  2  3  2  2 | A/I  A/I  A/I  A/I/  A/I/  A/I  A/I  A/I  A/I |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Personal | Problem solving | 3 | A/I |
| Qualities | Tactful and diplomatic | 3 | A/I |
|  | Enjoys completing tasks | 3 | A/I |
|  | Team Player | 3 | A/I |
| Specific Job Requirements | To meet the travel requirements of the post | 3 | A/I |
|  | Site visits and access to remote locations. | 3 | A/I |
| Qualifications | Degree level qualification in relevant subject  Member of CIEEM | 3  2 | A  A |

Assessment

*Application Form A Interview I Tests T*

*References R Presentation P Evidence of Qualifications Q*

Likely work areas to be covered by an in-house ecologist.