



Tees Valley
Wildlife Trust



Project Officer

East Cleveland Catchment

Salary: £27,352 pa / Fix term until 28th February 2028

This project is supported by Bluespaces funding from Northumbrian Water



Bluespaces

NORTHUMBRIAN
WATER *living water*



About Tees Valley Wildlife Trust

Tees Valley Wildlife Trust began as a grassroots movement founded by dedicated local volunteers, and has grown into the region's leading organisation for wildlife conservation. Today, our work plays a vital role in tackling the nature and climate crises while highlighting the essential value that nature brings to people and communities.

Those who join us will become part of a passionate, skilled, and supportive team. We recognise that meeting the challenges facing wildlife requires committed, capable individuals—and we are dedicated to helping our staff develop and thrive. Our reputation as a regional leader in environmental land management, conservation, and rewilding is built entirely on the strength and dedication of our people.

The Trust owns or manages more than 230 hectares across 14 nature reserves, stretching from Hartlepool in the north to edges of North York Moors in the south. These sites provide crucial refuges for wildlife while remaining open for everyone to enjoy. Governance is provided by a knowledgeable and diverse Board of Trustees, and our work is strengthened by the invaluable contributions of over 50 regular volunteers. Partnership is central to our approach, and we collaborate with local authorities, government agencies, businesses, and specialist environmental charities to deliver large-scale improvements for habitats and species recovery on both land and sea.



Project Officer

We are looking for an enthusiastic and proactive Project Officer to support the delivery of an exciting Natural Flood Management feasibility project across the Kilton Beck Catchment. Working with farmers, landowners, communities and partner organisations, you will help deliver engagement activities, build relationships and identify opportunities for nature-based solutions that reduce flood risk, improve habitats and benefit local communities.



Role Purpose

To lead on the stakeholder engagement during the development phase of the East Cleveland Flood Alleviation Project with a focus on using the landscape of the Kilton Beck Catchment to co-create a long-term delivery programme to reduce flooding in Skinningrove and Loftus using nature-based solutions and secure funding for delivery.

Identify key audiences and work with them through engagement events, meetings and activities to identify actions, and appetite for future participation in delivering innovations. Identify opportunities for piloting approaches, upskilling people and groups, improving access to nature and blue spaces, transforming people's health and wellbeing, deepen people's connection to nature and improve community awareness of the impact of climate change.



Project Officer

What it's like to work for us

Working for Tees Valley Wildlife Trust means being part of a passionate, supportive and purpose-driven team dedicated to restoring nature and engaging community at scale. You'll be working in some of the region's most important habitats, with the opportunity to shape real connections to nature outcomes and see the difference your work makes in our communities. We work in a collaborative and flexible environment, where expertise is valued, new ideas are welcomed, and staff are encouraged to grow and develop.

Above all, you'll be joining an organisation that is ambitious for wildlife and communities, and committed to creating a wilder, more resilient Tees Valley for the future.



What a typical day look like

No two days will be the same. This role combines stakeholder engagement, partnership development and project delivery to identify and develop Natural Flood Management opportunities across the Kilton Beck Catchment.

You will spend time meeting with farmers, landowners, land managers, communities and partner organisations to explore opportunities for Natural Flood Management and build support for future delivery. You will support the Project Manager coordinate the Catchment Partnership, work with consultants, deliver community engagement activities, and help gather insight for the development of a long-term catchment delivery plan.

The role will involve a mix of site visits, meeting stakeholder, planning and delivering engagement activities and events, contribution to reports, and working closely with partners, with a strong emphasis on building relationships and securing support for future Natural Flood Management interventions.



Project Officer

Key Responsibilities

1. Develop a stakeholder engagement plan and a timeline for engagement.
2. Create / commission audience development work to understand the key audiences the project can engage with and the opportunities for removing barriers to engagement and for improving people's health and wellbeing, tailoring delivery plans to best support relevant communities.
3. Ensure engagement activity reaches communities experiencing barriers to accessing and benefiting from the local water environment.
4. In partnership with Tees Community Forest, host workshops for farmers and land managers to identify and co create opportunities to deliver and nature friendly farming to inform future delivery.
5. Build and maintain strong working relationships with project delivery partners and wider community groups.
6. Coordinate and deliver pilot activities to engage communities with the project and test approaches to take forward into the delivery phase (e.g. volunteering opportunities, arts workshops or citizen science)
7. Recruit and support new partners / supporters / community groups as the project develops.
8. Support the Project Manager in developing a long-term implementation plan and submitting a funding bid to deliver the project.
9. Maintain records and information about project supporters and activity participants and ensure data protection legislation and procedures are adhered to.
10. Work collaboratively with the partnership communications teams to create compelling and inspiring content about the aims and aspirations of the project for traditional media, social media, and websites.
11. Support the Project Manager in the collation of all required monitoring, evaluation, and budget reporting required by funders and partners in relation to the project
12. Ensure that all work is carried out in accordance with the Tees Valley Wildlife Trust's Values, Health and Safety and Equalities policies.
13. Undertake such other duties commensurate with the grade of the post as the Project Manager may reasonably request.



Project Officer

Personal Specification

Qualifications

- **Essential:** Educated to degree level or equivalent in an appropriate subject **or** at least 2 years' experience in a relevant field.
- **Desirable:** Evidence of continued professional development.

Experience and knowledge

- **Essential:** Experience of partnership working.
- **Essential:** Experience in delivering inspiring engagement to a wide range of audiences.
- **Essential:** Relevant experience of working in rural areas with land managers, volunteers, partner organisations and communities in implementing nature recovery engagement projects.
- **Desirable:** Strong report writing and research skills.
- **Desirable:** An understanding of current issues facing rural areas including economic, community and cultural issues.
- **Desirable:** Current knowledge of river processes, river restoration and freshwater ecology.
- **Desirable:** Working knowledge of GIS packages.
- **Essential:** Full suite of ICT skills including the use of emails, word processing, spreadsheets and database packages effectively.

Communication skills

- **Essential:** Ability to build strong working relationships internally and with external partners/organisations.
- **Essential:** Ability to celebrate and promote project successes to wide reaching audiences.
- **Essential:** Experience in using a wide range of communication methods, from outdoor activities to report writing, from group workshops to one-to-one meetings.
- **Essential:** Good interpersonal skills with a wide range of people.

Self-management

- **Essential:** Excellent organisational skills, self-motivation and ability to progress work with limited supervision.
- **Essential:** Able to work to tight deadlines and prioritise workload.
- **Essential:** Ability to develop creative solutions and ideas.

Personal attributes

- **Essential:** An interest in the natural environment and empowering community action
- **Essential:** Ability to appreciate political sensitivities, priorities and objectives of partner organisations and communities.
- **Essential:** A positive team player who is willing to play their part in achieving team targets/priorities
- **Essential:** Flexible and adaptable approach with ability to be pragmatic and find creative solutions to problems
- **Essential:** Full driving licence and access to own vehicle and prepared to use for work purposes if necessary
- **Essential:** A real enthusiasm for working with volunteers
- **Essential:** Able to work occasional weekends and evenings

Role Description

Position Title	Project Officer for East Cleveland Catchment
Team	Projects
Remuneration	£ 27,352 pa /28 day holiday, +public hols
Hours and term	Full time / 37.5 hours per week. Mon-Fri, 9am - 5pm* - Fix until 28/02/2028
Place of work	The Tees Valley Wildlife Trust office
Reporting to	Project Manager
Key Accountability	Project delivery, stakeholder engagement support, .



*The normal working hours for this role are: Monday to Friday, 9am–5pm. However, subject to requirements, occasional weekends and evenings may be required for engagement sessions, such as community sessions, or weekend public engagement events.

We offer a flexible working from home arrangement of 1 day per week, for remote working.

How to Apply

Download the application form from www.teeswildlife.org and submit the completed form to info@teeswildlife.org.

Interviews will be held in person on, at the Tees Valley Wildlife Trust office.

For more information, please contact the CEO, Tom Harman at tharman@teeswildlife.org or call Tom on 01287 636382.

