



South Cumbria Rivers Trust

The Refinery, The Clock Tower Business Centre, Low Wood, Ulverston, Cumbria, LA12 8LY.

Tel: 01539 530047 • **Email:** info@scrt.co.uk • **Web:** www.scrt.co.uk

Person Profile

Projects Engagement Officer

- Excellent written and verbal communication skills including report writing, presentation skills and an ability to deal with contractors.
- Ability to learn information quickly and apply this in an appropriate manner.
- A natural communicator and great networker who can form and maintain great partnerships and working relationships with a wide variety of people.
- Ability to engage different stakeholders on an appropriate level and professionally interact with conversations regarding water quality.
- Technically able, educated to degree level or have equivalent experience, preferably in a scientific, environmental or land management discipline.
- Problem solving ability for managing and overcoming blockers to success.
- Excellent computer skills and the ability to manage project budgets.
- An energetic and multi-talented individual who is a self-starter, results focussed and is able to manage their own time efficiently.
- Physically capable of carrying out the tasks necessary for the role, including accessing private sewage systems in various environments, reedbed planting and enjoys working “in the field” in all weathers.
- Mature, enthusiastic, committed and determined.
- A great team worker who can help SCRT to drive current objectives and contribute to developing future strategies.

SCRT has a policy of equality of opportunity for all within the constraints that this position entails.

Knowledge, skills and experience

- Financial management
 - Skills to manage funds within time and budget constraints and to appropriately procure goods and services.



- Data gathering and management
 - Use of spreadsheets and web-based tools to aid collation and reporting.
 - Good working knowledge of Microsoft Office and other software.
- Relationships
 - Ability to build and maintain excellent productive working relationships with a range of stakeholders.
 - Generating commitment and enthusiasm from a range of stakeholders.
- General Management
 - Ability to carry out project delivery tasks.
 - Contractor engagement and administration.
 - Community engagement activities.
- Reporting
 - Accurate, clear and timely reporting.

Networking, Communicating and Training

- Excellent communication, organisation and report writing skills.
- An ability to prioritise, be self-motivated and to motivate and inspire others.
- Establishing and maintaining excellent relationships with statutory partners, conservation bodies, SCRT Trustees and catchment communities.
- Ensuring that all Trust projects are delivered in partnership and involve the most suitable stakeholders.
- Identifying opportunities for funding and collaborating with partners, where required.
- Representing the Trust in local meetings, as required.
- Attending appropriate training in agreement with SCRT management.
- Keeping the Board of Trustees, SCRT Patrons, volunteers and relevant external bodies informed about the Trust's work by giving and contributing to talks, presentations, training, the SCRT website and other events.
- Carrying out related tasks as requested/required by SCRT management and/or Board of Trustees.

