



Job Description

Post Title:	Ecology Advice Officer
Directorate:	Strategy, Economy and Net Zero
Reports to:	Natural Capital Programme Manager
Direct Reports:	0
Salary Band:	SP30-SP34

Role Purpose

The WMCA natural capital Programme comprises a broad range of projects and initiatives around nature recovery, natural capital finance, urban forestry and we work closely with stakeholders to provide support on how they can deliver these and use nature-based solutions to address a number of challenges they are facing. Increasingly we are finding our skills and knowledge are being sought in an advisory role by colleagues across the WMCA and TFWM with regard to specific project delivery (built and infrastructure developments) and strategy/policy.

We are seeking to recruit an Ecology Advice Officer to provide support to the environment team alongside other teams in the WMCA and TFWM with development of policy and strategy and to provide knowledge to advice to assist project delivery teams on ecological matters. The Ecology Advice Officer will become a trusted advisor helping to shape our work and ensuring we not only comply with policy and law but seek to optimize positive outcomes.

Responsibilities

- Developing trust and good relationships to become a principal point of contact for teams needing biodiversity and ecology support within the WMCA and TFWM organisations.
- Providing specialist biodiversity and ecology advice in order to influence compliance with policy, legislation and best practice ways of working within the WMCA and TFWM.

- Supporting with technical advice and guidance on ecology matters at the design and planning stage of projects to enable WMCA and TFWM to become well informed clients
- Keeping up to date on relevant policy, legislation and guidance preparing updates and guidance notes to the WMCA/TFWM teams
- Providing advice to WMCA and TFWM on how to manage land assets for biodiversity
- Undertaking research into key matters relating to biodiversity and nature-based solutions and present in an informative way to influence change.
- Preparing and present progress reports to the Environment Team and more senior managers within the WMCA and TFWM as and when required.
- Supporting the management of consultant led projects, including support with budgets and delivery.
- Supporting the project work of the environment team and natural capital programme assisting where necessary

Person Specification

<i>Please specify (X) whether the experience required is Essential (E) or Desirable (D)</i>			Assessment Method		
Experience	E	D	App*	Int**	Other***
Track record of Project Management	Y		Y	Y	
Track record of client/Stakeholder engagement	Y		Y	Y	
Using/interpreting the DEFRA Biodiversity Net Gain metric	Y		Y	Y	
Compiling, interpreting and reporting on ecological data	Y		Y	Y	
Undertaking or interpreting ecological impact assessment and protected species reports	Y		Y	Y	
Communicating sometimes difficult messages to partners and stakeholders with different levels of understanding	Y		Y	Y	
Skills/Knowledge/Abilities	E	D	App	Int	Other
Competent IT user with use of MS Office suite	Y		Y	Y	
GIS/Data interpretation		Y	Y	Y	
Demonstrable understanding of current UK flora and fauna and the legislative framework that protects it, especially in relation to development	Y		Y	Y	
Understanding of the planning and development process with regard to Biodiversity Net Gain and features of ecological importance	Y		Y	Y	
Understanding of ecological impact assessments and how they play a role in the planning process	Y		Y	Y	
Good communicator able to form strong working relationships	Y		Y	Y	
Qualifications/ Professional Memberships	E	D	App	Int	Other

Degree or similar in a natural environment sciences subject	Y		Y		
A relevant professional membership		Y	Y		
Driving licence		Y	Y		

* Application

** Interview

*** Details will be shared at interview stage

Core Expectations

Our culture is underpinned by what we do and how we do it. Our behaviours outline the ways we need to work to deliver success, become truly inclusive, and make the organisation somewhere where everyone can give their best contribution.

Value	Competency	Behaviour
Collaborative	Team Focused	Works as part of team, managing and leading.
	Service Driven	Customer, resident and partner focussed.
Driven	Empowered & Accountable	Takes ownership and leads when needed.
	Performance Focused	Ambitious and going the extra mile.
Inclusive	'One Organisation' Mindset	Believe in each other's expertise.
	Open & Honest	We do what we say we are going to do.
Innovative	Forward Thinking	Embrace change and open to new possibilities.
	Problem Solving	Go for clear and simple whenever possible.

Health and Safety

All employees have a duty to take reasonable care for the health and safety of themselves and of other persons who may be affected by their acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health and safety.

Equality and Diversity

To promote and champion equality and diversity in all aspects of the role

Learning and Development

To participate in and take responsibility of any learning and development required to carry out this role effectively.

Performance Management

To actively engage in the performance management process and take responsibility for managing performance outcomes.

GDPR (General Data Protection Regulation)

To ensure the reasonable and proportionate protection, processing, sharing and storing of WMCA information in accordance with the relevant legislation, corporate policies, and in the best interests of the data subjects (Data Protection/GDPR), the WMCA, our partners, and the West Midlands, in all aspects of the role.

Other

There may be a requirement to work outside normal office hours on occasion to meet work deadlines, give presentations, attend meetings etc., including a requirement to work within stakeholder and partner offices within the WMCA Constituent area on a regular basis

Date agreed	Grade agreed:	JEP Reference
19/8/24	SP30-SP34	JEP410