

Candidate pack for Riverlution Manager

Summary of Terms

Job Title:	Riverlution Manager
Salary:	£32,000 to £35,000 (depending on experience)
Hours:	37.5 hours per week – Options for flexible working
Duration of post:	Permanent
Location:	<p>Main Office - River Stewardship Company office (Sheffield).</p> <p>Home working is an option providing you have access to the work sites primarily across Yorkshire but also East Midlands, North East and Greater Manchester</p> <p>RSC are currently in the process of setting up a secondary base in Leeds</p>
Annual leave:	35 days, including bank holidays (pro-rata). Flexible working
Pension:	7% company contribution
Other benefits:	Use of RSC work vehicles, including electric pool car, mobile phone, appropriate PPE and laptop. Access to healthcare scheme (through Westfield Health – Level 2) and Cycle to Work Scheme; Contractual sick pay (10 days full pay). Options for bonus depending on performance of company. Appropriate training and development programme

Application Process

This application pack contains the job description, person specification, and terms of the post. Applicants wishing to apply for the post must complete the applications form (available to download from our website <https://the-rsc.co.uk/work-for-us> and submit to info@the-rsc.co.uk by 5pm on 30th of March 2022.

Shortlisted candidates will be notified by the 6th April 2022. Interview dates will be confirmed at this stage, but are likely to be the 12th - 14th April 2022.

For an informal discussion about the post, please contact Brendon Wittram on 0114 354 0012 or brendon.wittram@the-rsc.co.uk.

Background – Riverlution and the River Stewardship Company

The River Stewardship Company is entering a new and exciting phase in its development following several years of rapid growth and diversification of its business. Riverlution, which has been our trademark brand of social and environmental impact is now becoming a separate company (Riverlution CIC), focused on high impact delivery for waterways and communities throughout the region.

This new position is an exciting opportunity for an experienced, ambitious and innovative manager to grow the Riverlution brand, create real and lasting impact on our natural environments and within the communities that River Stewardship Company serves.

This is an excellent opportunity for a motivated, passionate and reliable person to join our delivery team as Riverlution Manager. We're looking for a resourceful, vibrant and enthusiastic person, with an interest in waterways, bio-diversity and the environment, to join our growing team and help us expand and grow the reputation of Riverlution and the RSC.

Purpose of the job – Delivering Social Value

The Riverlution Manager will manage Riverlution CIC, delivering the social value for the River Stewardship Company, its customers and the wider community. The Riverlution programme delivers the *Stewardship Skills Programme*, a volunteer training scheme providing skills, training and experience for trainees over a nine-month programme. The scheme will work with local, water-based conservation groups to provide a broad range of experience and skills for the trainees whilst offering locals groups assistance in the work they deliver. The trainee programmes will run in Leeds and Sheffield and, through this programme, Riverlution CIC will deliver a wide range of habitat and biodiversity improvements across Sheffield, Leeds and beyond.

Through the *Stewardship Skills Programme*, Riverlution CIC will develop a strong network of waterways improvement activity and relationships. This will support the securing of additional funding to help Riverlution further improve waterways and provide opportunities to help people access, enjoy, learn about and contribute to the natural environment.

The Riverlution Manager will also be responsible for supporting river stewardship activity elsewhere; connecting and empowering others through the provision of advice, consultancy, training and networking opportunities. They will play a key role in the implementation of the River Stewardship Company communications plan and ensure a good social media presence across the River Stewardship Company and Riverlution activities.

The post holder will be responsible to the Managing Director and will report to the Riverlution CIC Board of Directors. They will work with community groups and other stakeholders to identify and implement opportunities that fit with the Riverlution programme. They will have line management responsibilities for the Riverlution Officer and the Marketing and Communications Officer, plus any Apprentices and Voluntary River Stewards.

Job purpose and description

Stewardship Skills Programme:

- Manage and oversee delivery of two Stewardship Skills programme in Leeds and Sheffield (see attached for details)
- Engage with local groups to identify opportunities to deliver a co-ordinated and stimulating programme for the trainees.
- Manage the corporate relationships to ensure the Stewardship Skills programme is providing value for money for the corporate sponsors.
- As part of the on-going development of Riverlution CIC, expand the delivery of the Stewardship Skills programme to other areas of Yorkshire and beyond.

Wider Riverlution Programme:

- Develop and maintain contacts and partnerships across organisations, community groups, schools and residents to develop new projects and opportunities to further the aims of River Stewardship Company and Riverlution CIC.
- Use the skills and experience of the Stewardship trainees to work with and deliver programmes of activities and events for local people with a range of different needs and interests to experience, enjoy and learn about their waterways.

Funding Applications and other business development

- Research, identify and apply for appropriate sources of funding to support existing and proposed initiatives and projects of Riverlution CIC and its partners.
- Work with the Managing Director to proactively seek new opportunities and respond to new enquiries: developing, pricing, quoting and delegating work as necessary.

Volunteers and Volunteering:

- Working with the Managing Director, further develop and lead on the River Stewardship Company's apprentice and training strategy, regularly reviewing best practice.
- Manage the recruitment, induction, training of and communication with volunteers and trainees, delivered by the Riverlution Project Officer.
- Line management responsibilities for Riverlution Project Officer and Marketing and Comms Officer.
- Support for Friends of The Blue Loop and other groups, as required.
- Undertake the role of River Stewardship Company and Riverlution CIC Safeguarding Officer. Developing and implementing relevant policies and procedures. Ensuring that these remain current following any amendments to safeguarding guidance

Social Impact Reporting:

- Working with the Managing Director, further develop and lead on the River Stewardship Company's strategy to deliver social impact through Riverlution; specifically:
 - Develop a list of outcomes within the National TOMs measure of social value, which the company will measure and report against (independently of any specific outcomes required by specific projects).
 - Coordinate the collation and storage of evidence for these outcomes; including volunteer hours and case studies, number of people reached through Riverlution or other communication.

- Regularly review and report on activity, which may be at executive team meetings, Board meetings and AGM's (Impact Reports), as well as for promotional media.

Communications:

- Manage the River Stewardship Company and Riverlution CIC communications, to be delivered through the Marketing and Comms Officer.

Other tasks:

- Project administration/management, including estimating, forecasting, budgeting, purchasing and reporting, as required.
- Maintain relationships with key commissioners and stakeholders, including the Environment Agency, local authorities, riparian landowners and community groups.
- Represent the Company at a local, regional and national level in meetings, conferences etc. and in partnerships and steering groups.

About You - Person Specification

Essential skills, knowledge and experience (D = desirable, E = Essential)	Method of assessment
<ul style="list-style-type: none"> ● Experience in the delivery of environmental education (D) ● Experience in developing and implementing a varied work programme including: volunteer days, guided walks, talks, environmental education, community events and practical tasks (E) ● A broad understanding of the ecology and habitat management requirements of river corridors/catchments (D) ● The ability to supervise, engage and work effectively with businesses, individuals and communities of all ages, backgrounds and abilities, including young and vulnerable people (E) ● Good interpersonal skills and the ability to communicate and promote effectively using all available media, including social media, report writing and oral presentations and with a variety of audiences, e.g. local communities and local businesses (E) ● Experience of social impact monitoring and evaluation (D) ● Experience in writing grant applications to secure external funding (E) ● Experience of managing budgets and project finances (E) ● An appropriate qualification in teaching / environmental education, ideally NVQ related (D) ● An appreciation of and commitment to equal opportunities issues (E) ● Experience and understanding of health and safety issues including the production and use of risk assessments (E) ● Knowledge of key issues, reporting procedures and legal requirements relating to safeguarding issues (E) 	<p>APPLICATION FORM/ INTERVIEW</p>

<ul style="list-style-type: none"> • A commitment to personal and professional development of self and others (E) 	
<p>Work Related Circumstances</p>	<p>Method of assessment</p>
<ul style="list-style-type: none"> • Be able to drive, hold a full licence and use own transport if necessary (E) • Be prepared to work flexible hours, including working regular evenings and weekends, to suit service delivery (E) • Be prepared to attend courses and seminars and other relevant training related to the duties of the post and continued professional development (D) 	<p>APPLICATION FORM/ INTERVIEW</p>

Introduction to River Stewardship Company

River Stewardship Company is a social enterprise with a rapidly growing portfolio of commercial waterway maintenance projects with the Environment Agency, local authorities, riparian landowners and others. Through commercial or grant-funded projects, we also deliver programmes of community engagement (educational activities in schools, volunteer days, festivals, events and other activities) designed to connect, inspire and empower local people to improve themselves, their community and their local patch of waterway. We call this programme of community engagement and social impact activity 'Riverlution'.

Our vision sets out our ambition for the future; it is there to guide and inspire us.

Better waterways for people, places and wildlife.



Our mission sets out what we do and how we do it to achieve our vision.

Maintaining and enhancing waterways; inspiring, empowering and connecting communities.



Commercial services and markets

We aim to provide a 'one-stop-shop' around the maintenance and enhancement of waterways.

We list the services that we offer as:

Watercourse maintenance. Includes long-term, holistic maintenance services for riparian landowners and others. This will often include multiple and seasonal activities, such as tree, invasive weed and litter and debris management.

Invasive non-native species management. Typically includes the management of Japanese knotweed (excluding domestic property), giant hogweed, floating pennywort and Himalayan balsam, but we have also delivered management for other species of plants.

Landscaping projects. Installation and maintenance of riparian landscaping projects.

Tree management. All aspects of tree management. Whilst there is a focus on waterways and waterbodies, this may also include the management of trees in green spaces.

River and habitat restoration. Restoring and enhancing natural processes to improve flood risk management and biodiversity. Examples include re-meandering and working to create or restore flood storage areas. Work will include bioengineering solutions and small-scale civils projects

Japanese knotweed management. Specifically, Japanese knotweed management for domestic clients, who largely come via our membership with the Property Care Association.

River and habitat restoration. Restoring and enhancing natural processes to improve flood risk management and biodiversity. Examples include re-meandering and working to create or restore flood storage areas.

Upland and natural flood management. Whilst there is some crossover with river and habitat restoration, the focus here is typically around upland management and restoration. For example, sphagnum moss and tree planting, and the installation of leaky dams.

Vermin Control. For flood risk management and asset maintenance.

Environmental consultancy and business support. Advice, monitoring, reporting and supporting around land/waterway management, ecology, social impact, enterprise and business development.

Ecological surveys. Through our in-house ecologist and associates, we are able to offer a suite of ecological services such as nesting bird, bat, otter, water vole, and newt surveys, as well as the delivery of any recommended interventions.

Community and schools engagement. Commercially-funded community and schools-focused activities. For example, curriculum-linked guided riverside walks and mini-beast hunts paid for by a school.

Our values

Our values set out the sort of organisation we want to be; how we do things and how we engage with others. They guide our thinking, behaviour and decision-making. They should be central to the way we work to achieve our vision.

Sustainability and stewardship – we think long-term.

We take every chance to demonstrate that we are invested in the future of our waterways, by practicing, encouraging and facilitating river stewardship. We think long-term, aiming to: reduce our impact on the environment; leave a positive legacy wherever we work; being imaginative about better ways to do things and to ensure our long-term financial security.

Professional and personable.

We are specialists and experts, professional in our conduct and effective and efficient in our work; but we also know how much our clients and the communities that we engage with, value our human side. We behave in a way that means people enjoy working with us, believe in us and our commitment and feel reassured by our involvement.

Local.

Wherever possible, we will listen to, work with and support local communities and organisations. From community engagement to procurement, we recognise the socio-economic benefits that this brings to projects, clients, places and the people living and working in these areas.

Working in partnership.

We recognise that bigger, better and more joined-up things happen when you work with others – in partnerships, in collaboration or in alliance.

Inspired/inspiring.

We understand and are inspired by the cultural and natural heritage of the places that we enhance and maintain. This drives excellence in service delivery, and we are passionate about sharing this and involving others around our waterways.

Common purpose.

We empower our staff to make the right decisions. We all know what we're accountable for and we stick to the rules. We don't seek to blame but to learn. We are fair and ethical, and act with integrity. We work at pace but collaboratively, building effective relationships. We promote simplicity, innovation and learning to get the best result