



Job Reference: PP202301

Project Officer

Crichton Carbon Centre is seeking to appoint a Project Officer to become an integral part of our team. We are looking for a self-motivated, experienced individual that has the ability and enthusiasm to support a range of projects delivered by the Centre. A significant area of project work is around peatland restoration and management and the Project Officer will be expected to help with field work, mapping and reporting as well as supporting peatland events across the country.

The Project Officer will be working with project leads and training will be provided on the job although some demonstrable relevant experience is expected.

Position Details

The Project Officer post is offered on a permanent basis.

Flexible working will be considered but this role is being offered as a full-time post, working 37 hours a week.

The post is offered at remuneration of between £27,000 Pro Rata. Higher remuneration may be considered for candidates with extensive and demonstrable experience in large scale peatland restoration and programme management.

The post is based in the CCC offices in Kirkgunzeon, near Dalbeattie in Dumfries and Galloway.

Home/remote working will likely be required due to the geographic spread of restoration projects. The post holder will be expected to use their own car to travel across the region (mileage expenses will be reclaimable). Lone working, often in remote locations, is part of the job and the post holder will be expected to follow CCC and Peatland Action health and safety procedures.

Main Duties & Responsibilities

The successful candidate will primarily support the development of peatland restoration projects. In addition to this we are keen that the Project Officer can support other projects being delivered and currently being developed by the CCC.

The Project Officer will work closely with whole team at CCC as well as external partners.

The post holder will report directly to Emily Taylor, General Manager.

Specifically, the post holder will:

- Work with our Senior Peatland Project Officer and wider peatland team to support the development and delivery of Peatland Action restoration projects, working with the national Peatland Action team and land managers.
- Undertake field work to assess peatland condition and plan restoration activities.
- Undertake desk-based surveys and data gathering on peatland/land condition and use GIS packages to produce maps and interrogate data.
- Help applicants to the Peatland Action fund with applications, written reports and monitoring of peatland restoration projects.
- Work across sectors with land managers and contractors to deliver peatland restoration.
- Help compile reports and monthly updates for CCC and Peatland Action.
- Follow CCC and Peatland Action Health and Safety procedures and meet the requirements of Construction (Design and Management) Regulations 2015.
- Support peatland restoration training events and communications.
- Support the development and delivery of other CCC projects as and when required (working with other CCC Project Officers).

Person Specification

Essential	Desirable
A degree, or equivalent in a land management/ environmental management/ agriculture/ forestry/ nature conservation discipline.	Additional postgraduate degree or equivalent experience in land management.
An understanding of, and a keen interest to learn more about, peatlands, wetlands and nature conservation.	Specialist knowledge of peatlands or wetlands.
An understanding and experience of carrying out ecological surveys.	Experience of peatland surveying, monitoring and prescribing peatland restoration and management requirements.
	Demonstrable experience of conducting desktop and field surveys to assess habitat condition (eg. NVC, Phase 1 Habitat Surveys, Site Condition Monitoring).
Proven track record of successfully working as part of a team and with stakeholders (eg. land managers)	Experience of helping develop large scale partnership projects to deliver habitat management/restoration for multiple outcomes.

Essential	Desirable
A very good working knowledge of environmental issues and an interest in the natural world and climate change.	Understanding of climate change science and carbon accounting, particularly in relation to peatlands, woodlands and salt marshes.
Very good time management and ability to manage projects for effective and timely delivery.	Experience of managing contractors delivering habitat restoration and conservation.
	Project management and budgeting experience.
Good numerical skills, ability to collect and process data.	Data management experience
Basic ability to produce maps and interrogate data using GIS software.	Confident in GIS and ability to work with QGIS.
Some experience of helping write reports for clients and funding bodies.	Experience of writing reports for a range of audiences, project proposals and funding bids.
Understanding of the health and safety risks of practical conservation.	Some experience of working with CDM 2015 regulations.
Confident communicator with a passion for sustainable land management and the working countryside.	Confidence in public speaking, running events and presenting at conferences.
Self-motivated, confident, and able to problem solve.	A proven track record of meeting challenges and overcoming conflict.
Ability to organise and co-ordinate events.	Experience of planning and delivering events.
Experience of working within a team.	Experience of people management.
Full UK drivers licence and willingness to travel using own car.	
Ability to read maps and navigate confidently in remote outdoor settings.	
Capable of undertaking field work in remote locations on challenging terrain and in poor weather conditions.	
Experience of lone working and associated risk assessment and health and safety procedures.	
Availability to take up post in June/July 2023	
Residence in/relocation to Dumfries and Galloway.	Good local knowledge of Dumfries and Galloway.

Crichton Carbon Centre

Crichton Carbon Centre (CCC) is a not-for-profit organisation (Scottish Charity Number SC038915) based in Dumfries and Galloway. CCC was established in 2007 to help tackle climate change with a mission to help people reconnect with the environment and make the transition to a low carbon society. CCC pioneers research, action, and awareness raising.

The Land Management Practice at CCC

Our land management practice links research with on-the-ground action. Having research and land management experience enables us to inform and deliver best practice management, and through adopting an ecosystem services approach, to formulate multi-benefit projects.

CCC has been part of the Scotland wide Peatland Action project since 2013 and has been involved in a diverse range of restoration projects across the south west of Scotland. We work with land managers, agencies and environmental organisations to develop peatland restoration projects with benefits for carbon, biodiversity, water quality and farming.

Funded nationally by Defra and DECC the Centre has also worked in collaboration with the James Hutton Institute and the Centre for Ecology and Hydrology to develop protocols for assessing the carbon saving potential of peatland restoration and scoping how peatlands can be brought into the national greenhouse gas accounts. Our work has formed the basis of the Peatland Code, a mechanism by which businesses can help fund peatland restoration projects for carbon benefits.

We pride ourselves on our strong working relationships with other organisations and have helped form the new Environmental Alliance for the South of Scotland as well as feed into local and national strategies for the environment.

How to Apply

When applying for this post please highlight your suitability by referring to the essential/desirable requirements set out in the Person Specification. This information will be used in deciding those to be shortlisted.

To apply please send a covering letter giving a snap-shot of yourself and what motivates you and explain why you consider yourself to be the ideal candidate and email it, together with your C.V., to Emily Taylor at info@carboncentre.org quoting “Project Officer (PP202301)” in the email header.

For informal enquiries please contact CCC (info@carboncentre.org).

Interviews will be held in May 2023.

The closing date for applications is 5pm on the 24th April 2023.