

<b>JOB DESCRIPTION</b>	<b>Policy Officer</b>
Location	Banovallum House, Horncastle
Responsible to	Nature Partnership Manager
Responsible for	Potentially responsible for volunteers, contractors and student/graduate placements
Job Purpose	To be an advocate for the GLNP, embedding the importance of nature into wider policy and practices

## KEY TASKS

- A. To deliver the priorities of the GLNP by acting as an advocate, taking a natural capital approach and ensuring that nature is embedded into policies, strategies and objectives.
- B. To influence policy and practices relating to the GLNP's agreed workstreams, which include health and wellbeing and the visitor economy, so that the role of nature beyond the environmental sector is taken into consideration.
- C. To influence local authority plans and strategies, such as Local Plans, ensuring they contribute to their duty to protect and enhance biodiversity.
- D. To facilitate the development of future plans and strategies for the GLNP.
- E. Organise and deliver engagement and stakeholder events, including the annual GLNP conference, as needed.
- F. To promote the GLNP, including through publications, website content and social media plus attending meetings and other mechanisms where appropriate.
- G. Support on the delivery of the communications plan.
- H. To monitor and prepare reports, including reporting regularly to the Steering Group and Partners.
- I. To provide the secretariat for working groups where relevant.
- J. To comply with the Trust's General Policy on Health and Safety and in accordance with specific policies and codes of practice for sites, risk assessments, procedures and best practice as amended from time to time.
- K. Undertake other reasonable duties from time to time in addition to the above normal duties.