

APPOINTMENT OF POLICY OFFICER

Background

The Greater Lincolnshire Nature Partnership (GLNP) is one of 47 Local Nature Partnerships accredited by the Government in 2012. The GLNP achieves more for nature because we work to high standards, look for opportunities and seek to add value to existing initiatives. Most importantly we use sound information to inform our work.

The GLNP builds on Greater Lincolnshire's historic pioneering spirit, and the Policy Officer needs to join the team with that spirit, to act as an advocate for nature's recovery.

This is an exciting time to take on the role, as the GLNP has an integral part to play in Greater Lincolnshire's environmental sector, with key roles in the preparation of the Local Nature Recovery Strategy (LNRS), meeting the challenges of biodiversity net gain and driving the creation of a Local Natural Capital Plan. The Policy Officer will need to work with GLNP Partners and stakeholders alike to ensure continued momentum towards nature recovery. This will involve stakeholder meetings and events, while understanding the challenges presented by the biodiversity and climate crises in a Greater Lincolnshire context.

General duties

The GLNP is hosted by Lincolnshire Wildlife Trust and is based within the market town of Horncastle. The Policy Officer will be contractually based in Horncastle but flexible working arrangements can be offered. Travel around Greater Lincolnshire and possibly further afield will be expected. The Policy Officer will work together with our Partners and other stakeholders to achieve more for nature. This will be achieved by taking opportunities to engage in policy making and working on relevant projects. The role also includes assisting in the organisation and delivery of the GLNP's annual conference.

The full range of duties is set out in the job description (J324-362).

Conditions of Employment

This is a full-time (35 hours per week) permanent position. The salary offered is circa £25,000 pa dependent on qualifications and experience. There is a flexible hours system in operation. Weekend and Bank Holiday work may occasionally be necessary for which time off in lieu is allowed. The annual leave entitlement is 23 days plus Bank Holidays and three privilege days at Christmas. In addition, a generous contributory pension scheme is offered, plus an enhanced sick pay scheme and life assurance. We also provide an independent and confidential staff welfare support service. We provide a rewarding and enjoyable working environment that is friendly and open to all.

Person specification

The Policy Officer will need to show good knowledge and understanding of the natural environment and the pressures and issues it is facing, on a UK basis and preferably within a Greater Lincolnshire context. Requirements for this post are detailed in the person specification (see document J324-369).

Applications

Candidates should complete all sections of the application form provided and return it along with a short covering letter or email explaining their interest in the post. CVs will not be accepted as a substitute for the application form.

Completed applications should either be:

- emailed to hr@lincstrust.co.uk with the words “Policy Officer” as the subject reference
- posted to the Chief Executive, Lincolnshire Wildlife Trust, Banovallum House, Manor House Street, Horncastle, LN9 5HF and the envelope marked 'Confidential'

to arrive no later than **noon on 19 November 2024**. Interviews will be held on 27 November, 4 or 5 December 2024 at our Headquarters in Horncastle. There is no flexibility on these dates and times offered, as there are concurrent recruitment processes for other posts. Approved interview travel expenses of up to £100 will be paid. As users of the disability confident scheme, we guarantee to interview all disabled applicants who meet the minimum criteria for the vacancy.

Only those candidates selected for interview will be notified. If you do not hear from us by the end of November, you should assume that your application has been unsuccessful.