



JOB DESCRIPTION:	Nature Partnership Manager
Location:	Banovallum House, Horncastle
Responsible to:	Head of Conservation on behalf of Greater Lincolnshire Nature Partnership
Responsible for:	Information Officer(s) Policy Officer(s) Volunteers and contractors as appropriate
Job Purpose:	To manage, develop and promote the services offered by Greater Lincolnshire Nature Partnership to create more opportunities for nature's recovery working with key partners

#### KEY TASKS

- A. Manage, develop and promote the services offered by Greater Lincolnshire Nature Partnership:
  - i. To ensure that the core duties of a Local Environmental Record Centre are fulfilled by the Lincolnshire Environmental Records Centre, and aims to provide enhanced services, in line with national principles and standards, and to promote the importance of environmental recording.
  - ii. To ensure that the core duties of a Local Site system are fulfilled, in conjunction with the LWS and LGS Panels.
  - iii. To oversee the monitoring and implementation of the Greater Lincolnshire Nature Strategy (Lincolnshire Biodiversity Action Plan, 4<sup>th</sup> ed), ensuring the successful delivery of its objectives, targets and actions.
  - iv. To oversee the monitoring and implementation of the Lincolnshire Geodiversity Action Plan, ensuring the successful delivery of its objectives, targets and actions.
  - v. To influence plans, policies and strategies as appropriate for the four strategic thematic areas of: being well with nature, enjoying nature, farming with nature and planning with nature.
- B. Foster the working relationships with individuals, organisations and groups in the Greater Lincolnshire Nature Partnership and outside of it, in order to achieve more for nature.
- C. Develop the Business Plan and associated plans, strategies and position statements in conjunction with the Steering Group.
- D. Ensure sustainable funding for the Greater Lincolnshire Nature Partnership.
- E. Prepare reports, including an Annual Report, for Partners and the Steering Group as necessary.
- F. Ensure the credibility and reputation of the Greater Lincolnshire Nature Partnership by delivering on time and always seeking to improve standards.

- G. Act as an advocate and represent the interests and views of the Greater Lincolnshire Nature Partnership as appropriate.
- H. Promote and publicise the work of the Greater Lincolnshire Nature Partnership.
- I. Keep abreast of local and national issues affecting nature in Lincolnshire.
- J. 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.

June 2020