

## JOB DESCRIPTION



**Job title:** Design Officer  
**Directorate:** Planning  
**Grade:** 5

### JOB CONTEXT / DIMENSIONS / RELATIONSHIPS:

**Reports to:** Major Planning Projects and Performance Manager  
**Manages:** None  
**Liaison with:** All relevant stakeholders, internal and external

### JOB PURPOSE:

- Provide a comprehensive urban and rural design service to the SDNPA; partners and stakeholders
- Enhance the quality of the SDNP through policy formulation and advice in conceptual and detailed design and building form
- Promote the enhancement of the built and natural environment

### KEY ACCOUNTABILITIES:

- Produce and monitor design policy and guidance at strategic and detailed level for the National Park.
- Advise and inform on design quality, planning and project development for the SDNPA on current and emerging planning applications and lead negotiations in achieving improved and high quality design outcomes.
- Ensure high quality design is delivered across all development projects through negotiation with relevant stakeholders and advice and support to colleagues
- Provide design input at appeals by contributing to appeal statements and representing the SDNPA on design issues at Public Inquiries and Hearings.
- Support the SDNPA Design Review Panel to ensure the delivery of expert advice on landscape and urban design quality.
- Manage public engagement, participation and consultation with local communities and interest groups on design issues for significant developments and policy matters within the SDNP.
- Represent the SDNPA at key meetings with developers and other agencies on design matters, as required.
- Provide training of staff and elected Members on design appreciation and interpretation.
- Manage the appointment and supervision of consultants.
- Other duties requested by the SDNPA in line with the grading of this post.

## **CORPORATE RESPONSIBILITIES**

Maintain awareness of and compliance with the ethical, legal and policy framework within which the organisation operates including, but not limited to:

- Authority Purposes and Duty
- Performance Development Review Scheme
- National Park Circular 2010 and any subsequent updates
- Data Protection Act
- Freedom of Information Act
- Officers Code of Conduct
- Member/Officer Protocol
- Health and Safety Policies and Procedures
- Equality and Diversity Policy
- Information Technology User Policy
- Information Security Policy
- All policies/procedures and guidance related to the designated role