

JOB DESCRIPTION

Job title: Transport Officer – Strategic Infrastructure
Directorate: Countryside, Policy and Management
Grade: 5

JOB CONTEXT/DIMENSIONS/RELATIONSHIPS:

Reports to: Infrastructure and Environment Strategy Lead
Manages: None
Liaison with: Internal and external stakeholders

JOB PURPOSE:

- Lead, develop and maintain technical input to complex transport infrastructure planning projects to ensure the SDNPA positively influences decisions on national and local schemes impacting of the special qualities of the National Park
- Develop plans to influence the strategies, policies and programmes of external bodies relating these to the SDNPA duties and purpose
- Provide expert advice to support the delivery of all relevant internal transport/infrastructure planning issues

KEY ACCOUNTABILITIES:

- Co-ordinate and provide technical input to a range of transport schemes, ranging from Nationally Significant Infrastructure Projects (NSIPs) to local community projects ensuring the Special Qualities of the SDNP are given full consideration in deciding outcomes.
- Develop plans to influence the strategies, policies and programmes of external agencies in relation to SDNPA purposes and duty
- Act as first point of contact for SRN (Strategic Road Network) and Transport NSIP schemes.
- Provide expert transport advice to planning colleagues
- Provide supporting analysis, briefing notes and reports for TfSE (Transport for the South East) Board meetings
- Commission research and specific reports to inform projects and deliver outcomes
- Provide support to planning regarding transport/planning applications
- Undertake analysis of all data relating to transport (excluding rail) and associated infrastructure implications
- Provide policy advice and make links with other strategies and action plans
- Support and train colleagues to promote and communicate the area of work
- Represent the SDNPA at external events, committees and other meetings.
- 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 requirements including General Data Protection Regulations (GDPR)
- 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