



## JOB DESCRIPTION

**Job title:** Downs to the Sea Ponds and Engagement Ranger  
**Directorate:** Countryside Policy and Management  
**Grade:** 3

### JOB CONTEXT / DIMENSIONS/ RELATIONSHIPS:

**Reports to:** Project Manager - Downs to the Sea  
**Manages:** None  
**Liaison with:** All stakeholders internal and external.

### JOB PURPOSE:

- Develop, manage, implement and support a wide range of activities within the Downs to the Sea, National Lottery Heritage Funded (NLHF), project.
- Lead the capital works and any necessary planning permissions for project delivery, including ponds and dew ponds restoration and creation.

### KEY ACCOUNTABILITIES:

- Lead, plan and deliver capital work programmes, as defined by Downs to the Sea Project and NLHF grant terms, with a particular focus on ponds and dew ponds restoration and creation
- Liaise, advise, inform and update landowners regarding ponds and dew ponds creation and restoration on their land
- Commission and supervise the work of contractors in delivering the scheduled Downs to the Sea contracts, ensuring their compliance with Health and Safety and safe systems of work.
- Promote and develop positive relationships with partners, landowners, the local community, and the public.
- Support the development and delivery of volunteering activities
- Support project-focused public engagement activities and events.
- Develop pond sites monitoring and survey measures, with the landowners and/or volunteers for long term.
- Deliver pond sites monitoring and survey measures during project
- Report on delivery and progress of the pond's restoration programme, including creation of case studies.
- Promote the work of the SDNPA and the Downs to the Sea Project in particular.
- Assist in the promotion and interpretation of Downs the Sea – including the development of an online pond hub and interpretation signs.
- Support the learning and development of the Downs to the Sea apprentices.
- 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