

Job Description

| | |
|------------------------|--------------------------------|
| Job Title: | Wildfowling Consenting Officer |
| Accountable To: | Head of Wildfowling |
| Team: | Conservation |
| Location: | Head Office / Home Office |

Our Vision

All BASC employees are expected to contribute to our vision:

“Fight for sustainable shooting and conservation of the countryside.”

Job Purpose

Wildfowling is a long standing and traditional recreation throughout the United Kingdom. BASC has 142 dedicated wildfowling clubs affiliated to it. Many of these club’s wildfowl on land that’s been designated as nationally or internationally important sites. For wildfowling to take place on many of these site’s consent is need from the appropriate statutory conservation agency.

The post holder will:

Support affiliated wildfowling clubs through day-to-day management of the Joint Group on Wildfowling and Conservation on Tidal Land (JTG) programme.

Negotiate consents and leases with the Crown Estate, statutory conservation agencies to meet member expectations to achieve satisfaction and retention

To provide technical support for affiliated wildfowling clubs outside of JTG process, continue to develop thinking and processes to help find solutions to ongoing issues. Communicate progress to internal BASC staff, BASC Wildfowling Committee and working groups.

To develop mitigation opportunities and provide practical hands-on guidance with the formation of conservation management plans aligned to site designations, with the objective of highlighting, facilitating, and demonstrate a net gain from sustainable wildfowling.

To develop a suite of templates to simplify and streamline the above processes.

Principal Accountabilities

1. Day to day management and development of the complex and technical BASC affiliated club support programme currently being provided.

JTG - Joint Group on Wildfowling and Conservation on Tidal Land (JTG)

2. The development, production, and review of technical management plans to secure leases and consents on Crown Estate foreshore through proactive club engagement.
3. Conduct consultations on management plans produced for Crown Estate leases with local landowners, local authorities and conservation NGOs that own or manage land adjacent to lease area.
4. Ensure all Crown Estate foreshore leases and consents to BASC wildfowling clubs are renewed in good time and comply with JTG procedures.
5. Maintain the Crown Estate foreshore lease and consent database and extract information to inform reports as and when required.

6. Oversee / facilitate annual Crown Estate wildfowling return report work.
7. Provide technical advice to BASC wildfowling clubs and other BASC staff about JTG procedures for Crown Estate leases and consents.
8. Represent BASC and facilitate minutes at two annual JTG meetings.

Support as above for affiliated clubs outside of JTG processes

9. Technical assistance to BASC affiliated clubs and members with consents on Non crown land.
10. Technical assistance to BASC affiliated clubs and members with leases on Non crown land.

Conservation & mitigation operations

11. Support the development of a suite of recognised mitigation opportunities.
12. Support the development of a suite of templates and examples to enable mitigation opportunities to be implemented simply and effectively.
13. Support affiliated clubs with the creation and implementation of conservation management plans prior to facilitating IFHRAs to support Nol's
14. Encourage interaction between wildfowling clubs and Estuary Management Groups to ensure that wildfowling interests are represented.
15. Support wildfowling clubs / BASC / regulators with research opportunities to help provide net gain evidence or to address HRA evidence gaps.

Assistance with departmental objectives

16. Provide support across departments as and when requested by the Head of Wildfowling as may from time to time occur.

Dimensions and Limits of Authority

- This position can be based at our Head Office, one of our regional offices, or home based where appropriate.
- This position will involve travel throughout the UK. Therefore, the post holder is required to hold a current clean driving licence and have recent driving experience.
- Working hours are 35.75 per week. There will be occasions when the post holder works additional hours, in which case any significant hours worked over 35.75 will be allowed as time off in lieu, subject to approval by their line manager.
- Salary will be within the current range applicable for the role, dependent upon experience, and will attract a range of benefits including pension and private medical insurance.
- This role will be subject to a DBS check.

General requirements

- Work diligently within the best of your ability to ensure you meet the requirements of your job description.
- Always seek to continuously improve so that the highest quality standards are achieved.
- Participate in internal/external meetings and training as required.
- Positively participate in one to ones and appraisals.
- Ensure that all relevant policies, procedures and working practices are always adhered to at all times.
- Work in accordance with the Association's culture, values, aims and objectives.
- Act as a positive ambassador for the Association at all times when dealing with members or representing the Association in other ways.
- Positively contribute to the Association's team working environment, taking ownership of issues, and supporting colleagues where appropriate.
- Be flexible and willing to undertake any other duties that may reasonably be required.

NB: This job description forms part of the contract of employment of the post holder. It reflects the position at the present time only and may be changed at management's discretion in the future. As a general term of employment, BASC may affect any necessary change in job content, or may require the post holder to undertake other duties, in consultation with the employee, provided that such changes are appropriate to the employee's remuneration and status.

I confirm that I have read and agree to carry out the duties and responsibilities contained in this job description.

Job Holder:

Name (Please print): _____

Signed: _____ Date: _____

Line Manager – I agree this job description is an accurate reflection of the duties and responsibilities of the role:

Name (Please print): _____

Signed: _____ Date: _____

Person Specification

| Job Title: Wildfowling Consenting Officer | | |
|---|---|--|
| Criteria | Essential or Desirable | Method of Identification |
| Qualifications Degree or equivalent professional qualification | Essential | Application |
| Proven Experience Experience of writing technical management or conservation plans for sites Experience of accurate use of Microsoft Office packages including Word, Outlook and Excel Experience of project management with multiple deadlines within the conservation, land management or coastal management sector Experience of providing a high standard of service to customers, ideally within the land management / conservation sector GIS experience (MapInfo) | Essential Essential Essential Essential Desirable | Application Application Application / interview Application / interview Application |
| Knowledge, Skills and Abilities Knowledge of conservation legislation, specifically designations (SSSI/ASSI, SPA, SAC, Ramsar) and their implications for land management Outstanding customer service skills Professional and friendly approach An eye for detail and accuracy Time management, able to plan ahead and prioritise to achieve set or agreed deadlines Good communication, diplomacy and negotiating skills, especially when working with key stakeholders Aptitude for developing partnerships Problem solving skills – able to work on own initiative Excellent planning and organisation skills Able to work effectively under pressure IT literate Sound judgement and discretion | Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential Essential | Interview / practical assessment Interview Interview Interview Interview Interview Interview Interview / practical assessment Interview Interview |

| | | |
|--|-----------|-----------|
| Other Attributes Excellent team player | Essential | Interview |
| Able to work flexibly | Essential | Interview |
| Enthusiastic and approachable | Essential | Interview |
| Able to work positively within the spirit of BASC's vision and core values | Essential | Interview |