**JOB DESCRIPTION**

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| **Job Title** | **Moorlands Best Practice Development Officer** |
| Reports to | Director |
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| Job Summary | To take forward the Trust’s best practice guidance development and associated work. |
| Key Responsibilities & Tasks | Heather Trust   * To research and develop best practice guidance and technical advice notes on issues relevant to the management of sustainable moors and heaths. * To contribute to developing the detailed content of Heather Trust conferences and training, demonstration and awareness raising events. * To contribute content to the Trust’s blog and supply annual report articles. * To provide advice to Heather Trust members and supporters on sustainable moors and heaths. * Other tasks commensurate with the nature of the post. |
|  | Moorland Management Best Practice  The Trust, under contract to Scottish Natural Heritage, facilitates the development of Scotland’s Moorland Forum’s Moorland Management Best Practice Project).   * Provide support to Scotland’s Moorland Forum’s Moorland Management Best Practice Steering Group by co-ordinating and assisting in the delivery of its work programme, attending and minuting its meetings and ensuring follow-up actions are taken forward. * Develop initial and subsequent guidance drafts on a range of moorland management topics ready for final sign-off by the Group and subsequently Scotland’s Moorland Forum. * Keep <http://moorlandmanagement.org/> content up-to-date and promote finished guidance documents to relevant audiences. |
| Skills and Experience | * At least 5 years’ experience working with moorlands and uplands managers or in such a setting. * A good working knowledge of land use and management policy, preferably moorlands and uplands policy, and the contemporary issues pertinent to it in Great Britain. * A good working knowledge of moorland management practices. * A proven track record of drafting guidance, policy or advice documents and briefings to a standard suitable for publication. * A proven ability to work across a range of interests to achieve consensus and shared understanding. * Be able to travel to fulfil the requirements of the post. This may sometimes require overnight stays. * Be able to work effectively with minimal supervision. * Be able to organise own time, so as to deliver to agreed deadlines. * Be able to work flexibly to reasonably accommodate peaks and troughs in workload. |
| Qualifications | Educated to degree level in a relevant subject, e.g. ecology, environmental management, etc. |