



Forest of Avon Trust

We are the Bristol based tree & woodland charity. We work across Bristol and the surrounding (Avon) area to plant trees, help manage woodlands, deliver wellbeing activities and train Forest School Leaders.

Working as part of England's Community Forests, we are delivering a major planting programme and are looking for a dynamic and committed individual to join our small team and deliver tree planting working with schools, communities, councils and others.

Tree & Woodland Officer

Passionate about trees and woodlands? Experienced in working with diverse partners to plan, fund and deliver tree planting? Committed to making a difference and playing a key role with a successful charity? If so, we have just the jobs for you.

Tree & Woodland Officer T&WO1

This post would have a focus on urban areas and communities, but would need to work flexibly across Bristol & Avon.

One- year fixed term contract from 1st March 2021 (annually renewable to March 2025).

- Full-time (Job Share pairs considered)
- Home based (location flexible, but attending frequent meetings & site visits in Bristol/ Avon)
- £27,502
- 3% employer pension contribution (if you opt in to the Trust pension scheme).

Principal Roles (Working to the Executive Director):

1. Working with and supporting schools, community groups, council officers and others to identify and develop tree planting schemes of all sizes.
2. Inviting and assessing grant applications, mapping sites on GIS and submitting relevant schemes to the Forestry Commission for inclusion on the Public Register and for Environmental Impact Assessment checks;
3. Working with Trust staff to issue grant offers, then monitoring and reporting on schemes to ensure they are delivered in accordance with Trees for Climate grant scheme conditions;

4. Identifying, planning, costing and co-ordinating tree planting, establishment and woodland management work at a range of sites and locations;
5. Leading and undertaking tree planting, establishment and woodland management work with volunteers, contractors and others;
6. Training individuals, volunteers and others to support this work with or without supervision;
7. Preparing long-term maintenance and/or woodland management plans; and
8. Deputising for the Executive Director as required.

Essential Criteria

- Experience of working with and supporting groups including schools, community groups, council officers and others to identify and develop tree planting schemes of all sizes;
- Experience of project management, including managing and reporting on grant funding;
- Experience of identifying, planning, costing, managing and undertaking tree planting, establishment and woodland management work at a range of sites and locations;
- Experience of promoting the benefits of trees to schools and communities and working with teachers and pupils to get trees planted and established;
- Willingness to work alone, without supervision and undertake practical work at a diverse range of sites;
- Strong knowledge of trees and woodlands;
- Clean driving licence and use of a vehicle (mileage paid);
- A flexible, tenacious, 'can do' attitude;
- A professional manner when representing the charity and its work.

Desirable Criteria

- Experience of using QGIS and other GIS mapping systems including the creation of shapefiles and associated datasets.
- Good knowledge of Forestry Commission regulatory processes including Environmental Impact Assessment checks and the Public Register.
- Good knowledge of planting standard and orchard trees.
- Good knowledge of Countryside Stewardship, Forestry Commission and other tree planting grant scheme conditions.
- Good knowledge of the Bristol and Avon area.

We Offer

- Working from home (all staff are home-based)
- Home base does not need to be in Bristol/ Avon, provided all duties can be fulfilled
- Payment for approved mileage incurred within Bristol/ Avon
- 22 days holiday plus bank holidays
- Huge potential to play a key role in a growing charity.

Applications

Previous applicants who have received an email from us should not reapply.

To consider your application, we MUST receive:

- 1. A written statement of your experience set out against EACH of the essential and desirable criteria.**
- 2. Your CV detailing your educational background, job history (including an explanation of any gaps), training and interests.**

Please send all of this information to: info@forestofavontrust.org by 12:00 pm on Wednesday 9th December, 2020.

We look forward to hearing from you.

For more information on the Forest of Avon Trust, please go to: **www.forestofavontrust.org**

If you have questions about these posts please **call Jon Clark on 0117 963 3383.**