



Appointment of Policy Officer

The Greater Lincolnshire Nature Partnership is one of 48 Local Nature Partnerships accredited by the Government in mid-2012. We achieve more for nature because we work to high standards, look for opportunities and seek to add value to existing initiatives. Most importantly we use sound information and build on it to inform strategies across the priority work areas.

The Policy Officer will work primarily on tourism and health policy and practices but will also have a role in evidencing the value of nature across all areas. This includes contributing to agricultural and spatial planning policy as well as the Lincolnshire Biodiversity Action Plan, Local Sites, Lincolnshire Environmental Records Centre and Geodiversity work areas.

General duties

Based in the market town of Horncastle the Policy Officer is expected to be in the office around half the week with the remainder of time spent in meetings around Greater Lincolnshire. The full range of duties is set out in the job description (see document J317-122).

Conditions of employment

This is a new 12 month temporary post to ensure delivery of a range of health and tourism policy outcomes. The salary is circa £20,000 pa (dependent on qualifications and experience), plus a contributory pension scheme and sickness and disability benefits. There is a 35 hour working week with a flexible hours system in operation. The GLNP is however happy to discuss part-time or secondment options. Some weekend and evening work will be expected on occasion for which time off in lieu will be given. The annual leave entitlement is 23 days plus Bank Holidays, plus three discretionary days at Christmas.

Person specification

Candidates should be educated to degree level in a related subject, must have a full current UK driving licence and be prepared to use their own vehicle in connection with their duties for which a standard mileage rate is payable (currently 45p/mile). Further requirements for this post are detailed in the person specification (see document J317-123).

Applications

Candidates should complete all sections of the application form and return it along with a short covering letter. Curriculum Vitae (CVs) will not be accepted as a substitute for the application form.

Applications should be marked 'Confidential' and emailed to fran.smith@glnp.org.uk to arrive not later than 11.00 am on 29 August 2017.

Interviews will be held on 5 September 2017 at Banovallum House, Horncastle. Only those candidates selected for interview will be notified. If you do not hear from us by 1 September you should assume that your application has been unsuccessful. Approved interview travel expenses up to £100 will be paid.