



JOB DESCRIPTION

Job Title:	<u>Built Environment Adviser</u>	Hours per Week:	<u>37</u>
Service:	<u>Rural Development & Planning</u>	Team:	<u>Development Planning and Communities</u>
Job Location:	<u>Headquarters</u>	Line Manager:	<u>Development Planning and Communities Manager</u>
Band:	<u>D</u>		

KEY PURPOSE

To provide expert advice and guidance in the specialist area in support of other organisation functions, and to deliver related strategies, projects and initiatives.

KEY ACCOUNTABILITIES

- Support, operate and enforce systems and procedures governing the statutory protection of historic townscapes, designed landscapes, buildings and monuments, and archaeological features and remains.
- Develop and contribute to the preparation of policies and strategies which support the positive management of the Park's historic built environment and archaeological resource.
- Provide expert advice and information as necessary on matters relating to building and townscape conservation issues, and to support monitoring systems and research which provide intelligence on the Park's historic built environment.
- Develop or support initiatives which promote wider understanding of the opportunities and benefits associated with conserving the historic built environment of the Park.
- Enable the necessary partnerships and engagement with other organisations, interests and the wider community to secure support for the development and delivery of defined priorities and outcomes.
- Develop and deliver specific projects including project specification, engaging partners, securing of funding sources, monitoring project delivery and measuring outcomes.
- Undertake any other duties appropriate to the grade as required.

PERSON SPECIFICATION

Assessment Areas	Essential Criteria	Desirable Criteria
<i>Relevant Experience</i>	<ul style="list-style-type: none"> • Practical knowledge of the statutory planning system and familiarity with EIA processes • Practical knowledge of statutory and policy frameworks governing historic building & townscape protection • Experience in procuring and managing external services and contracts • Experience in interrogating land use information associated with GIS and other information systems. 	<ul style="list-style-type: none"> • Experience in procuring and managing external services and contracts. • Experience in interrogating land use information associated with GIS and other information systems.
Specific Skills, Abilities and Qualities	<ul style="list-style-type: none"> • Computer literate • Numerate • Excellent written and oral skills • Articulate with excellent interpersonal skills 	<ul style="list-style-type: none"> • Practical knowledge of the statutory planning system and familiarity with EIA processes. • Practical knowledge of statutory and policy frameworks governing historic building & townscape protection.
Required Qualifications	<ul style="list-style-type: none"> • Degree or equivalent in an Architecture or Planning related discipline • A recognised qualification in Building Conservation 	<ul style="list-style-type: none"> • Corporate Membership of a relevant professional body
Any Additional Job Related Requirements	<ul style="list-style-type: none"> • Current UK Driving Licence • Flexible approach to working hours as evening and weekend working will occasionally be required 	