  **Evidence Programme Manager**

|  |
| --- |
|  Job Description  |

**Salary:**  £40,000 to £45,000 per annum

**Contract length:** Permanent

**Location:** Thames21’s main office at the Guildhall, City of London; but we also offer hybrid working

**Responsible to:** Assistant Head of Improving Rivers / Head of Improving Rivers

**About Thames21**

Thames21 is a leading environmental charity, working across London and the Thames Basin to deliver high-impact nature-based solutions to the climate and biodiversity crisis through restoring rivers, whilst also connecting communities to their local green-blue spaces and inspiring long-term stewardship of them.

**Diversity at Thames21**

Equity, Diversity and Inclusion at Thames21 is key to our success and as such we employ staff from a diverse range of backgrounds, this we feel is key in ensuring that everybody has an equal opportunity and is not treated differently or discriminated against because of their characteristics. We value the voices of our individual employees, and we strive to work in a collaborative, innovative balanced way. The postholder must actively support this.

**Purpose of the job**

Your role is to develop and deliver all aspects of the Evidence Programme – from supervision of the Evidence Team to development and funding of projects and expanding the scope of the Evidence Program in line with Thames21’s 5-year plan.

Projects are centred on all forms of evidence – from technical and specialist (real time probes and development of models) to citizen science (biological, chemical and geomorphological data) – to inform and drive catchment decision making, including installation of nature-based treatment systems to mitigate pollution. Projects vary from local and national scale to international collaborations. Work is based in London, the Thames Basin and occasionally more widely in the UK and internationally.

Additional requirements may include supporting other Thames21 projects and funding applications, as the need arises.

**Main Duties and Responsibilities**

You will oversee and manage delivery of diverse Evidence Team projects. You will also develop your team’s scope, strategy and action plan in order to grow the team to deliver 5-year plan targets work closely with expert (e.g. statutory bodies, authorities, NGOs and academics) and non-expert (e.g. community groups and volunteers) stakeholders to develop, fund and deliver projects within the Evidence Programme and oversee their management. You will also work closely with the Assistant Head of Improving Riversand other members of the Thames21 team to develop funding applications and steer the direction of the Evidence Programme.

**Tasks will include:**

• Development and delivery of projects through the Evidence Programme on the themes of water quality, quantity, identification of suitable nature-based treatment solutions and their functioning after installation, landscape recovery and climate resilience.

• Managing project and programme budgets

• Management and Development of the Evidence Team – deadlines, appraisals, personal development, recruitment etc

• Working with specialist equipment (sondes, models and software both commercially available and in the research phase), lab samples and citizen science techniques and methods to generate evidence around issues and solutions.

• Working with the Assistant Head of Improving Rivers, other Thames21 teams and external partners to expand and develop the Evidence Programme in line with the 5-year plan through funding applications and networking.

• Work outside in a riverside environment in a variety of weathers – alone, with team members, volunteers and professionals.

**Other Duties**

This job description cannot cover every issue or task that may arise within Thames21. At various times the post-holder will be directed to carry out other reasonable duties in support of other Thames21 activities that are consistent with those in this Job Description.

|  |
| --- |
| **Person Specification**  |

It is essential that in your application you give evidence or examples of your proven experience in each of the following criteria including the competencies.

|  |  |  |  |
| --- | --- | --- | --- |
| **Knowledge, skills and competencies:** | **Essential** | **Desirable** | **Assessed by** |
| Working knowledge of water quality issues that impact on urban and rural rivers (including sampling and sensors)  |  |  | Application & interview |
| Experience of programme management  |  |  | Application & interview |
| Experience writing funding applications. |  |  | Application & Interview |
| Knowledge of nature-based solutions for water quality improvements |  |  | Application & interview |
| Knowledge of environmental models |  |  | Application & interview |
| An understanding of citizen science and the benefits of this approach. |  |  | Application & interview |
| Excellent interpersonal skills and the ability to communicate with a range of stakeholders and partners including citizen groups, authorities and experts. |  |  | Application & Interview |
| **Experience of:** |  |  |  |
| Managing a small team |  |  | Application & interview |
| Supervising multiple projects and budgets |  |  | Application & interview |
| Data management, interpretation and visualisation  |  |  |  |
| UK driving license or legal entitlement to drive in the UK.  |  |  | Application  |
| Ability to produce high impact written and verbal reports and feedback. |  |  | Application & Interview |
| Able and confident working safely in and around water |  |  | Application & Interview |

**This role is ideal for those who:**

* Enjoy working with data
* Enjoy managing people and projects
* Enjoy working with project partners and other key stakeholders
* Enjoy working with ambiguity and be happy to research for answers to questions
* Are comfortable working in a flexible role, where change happens and being able flex with change
* Are comfortable to work across multiple projects
* Are comfortable working at speed
* Are happy to work in a role which comprises both desk work and field work
* Are happy working outside in a waterside environment in a variety of weathers – alone, with team members, volunteers and professionals

**Additional Information**

* The post holder must be willing to occasionally work in the evening and at weekends.
* 25 days paid annual leave are available plus public holidays. In addition, the Thames21 office is closed between Christmas and New Year.
* Thames21 operate a flexitime system of working.
* Thames21 have an ‘Auto Enrol’ Workplace Pension Scheme with NEST.
* 24/7 access to our employee assistance programme.
* Season ticket loan
* Laptop & Mobile phone for company use.

**For more information on Thames21, please visit our website at** [**www.thames21.org.uk**](http://www.thames21.org.uk)**.**

To apply for this position please, email an up-to-date copy of your CV and a covering letter to **recruitment@thames21.org.uk**with the reference (EPM0724), in the subject box of your email application.

The closing date for applications is: 5pm 29th July 2024

Interview dates: Week commencing 5th August (subject to change)

We appreciate the time you will have taken to apply to this role, and we do appreciate that it is disconcerting when you don’t hear back from a role you have applied for. However, due to the high number of applications we expect to receive, we are unable respond to or give feedback on individual applications, but we do want to be able manage expectations. Therefore, if you do not hear from us within 4 weeks of the closing date, please assume that your application has **not** been successful on this occasion.

No agencies please