Arboricultural Officer

Grade 9

**Our Vision**

An innovative, ambitious and sustainable county, where everyone has the opportunity to prosper, be healthy and happy.

Our Outcomes

We want everyone in Staffordshire to:

* Have access to more good jobs and share the benefit of economic growth
* Live in thriving and sustainable communities
* Be healthier and more independent for longer

Our Values

Our People Strategy sets out what we all need to do to make Staffordshire County Council a great place to work, where people are supported to develop, flourish and contribute to our ambitious plans. Our values are at the heart of the Strategy to ensure that the focus is on what is important to the organisation and the people it serves:

* Ambitious – We are ambitious for our communities and the people of Staffordshire
* Courageous – We recognise our challenges and are prepared to make   
  courageous decisions
* Empowering – We empower and support our people by giving them   
  the opportunity to do their jobs well.

About the Service

Based in the Economy, Infrastructure & Skills Directorate, Environment & Countryside is responsible for the management and development of Staffordshire County Council’s country parks and green spaces, 4500km of statutory public rights of way and the associated definitive map, the provision of high-quality environmental advice across SCC functions and externally, the conservation of Staffordshire’s natural and historic environment and the management of environmental data and spatial information. The service hosts the Cannock Chase AONB Partnership and is involved with other strategic environmental partnerships across the county.

**About the Role**

As the Arboricultural Officer for Staffordshire County Council Environment and Countryside Service you will play a pivotal role in the management and conservation of trees within the County, focusing on Country Parks and the Rights of Way network. You will be responsible for ensuring the health, safety, and sustainability of our tree assets, contributing to the overall enhancement of our public spaces. The role will deliver:

* A specialist customer focused arboricultural advice service
* Surveying, managing and maintaining the tree inventory database
* Advising customers and colleagues on the management of the Council’s tree stock
* Specifying and contracting works

Duties may also include, from time to time, the need to assist in non-arboricultural operations, such as landscape advice and providing support to other departments on large scale projects.

Reporting Relationships

Responsible to: Country Parks Manager

Responsible for: n/a

Key Accountabilities:

1. Responsible for the management and maintenance of the Tree Risk Management programme for the council’s tree stock as individual trees, groups and woodlands (as set out in the Corporate Tree Management Strategy).
2. Develop and implement comprehensive arboriculture management plans, local policy and procedures for Country Parks and Greenways, ensuring the protection and conservation of biodiversity and landscape.
3. Advise on arboricultural management on the Rights of Way network and implement approaches and solutions for tree maintenance to enhance accessibility and safety for the public.
4. Maintain accurate records of tree assets, inspections, and maintenance activities using tree inventory software to evidence management and inform future work programmes.
5. Undertake / review inspections and provide recommendations relating to management measures for any and all high value amenity trees in accordance with all relevant national standards and local policies to ensure safe and sustainable management.
6. Advise and liaise on tree preservation orders (TPOs), conservation areas and other environmental and ecological protection issues, ensuring compliance with relevant legislation and guidelines.
7. Provide expert guidance on planning applications involving trees and participate in the decision-making process to ensure sustainable management.
8. Prepare regular reports on the condition of trees within Country Parks and the Rights of Way network for internal and external stakeholders to promote safe and sustainable management.
9. Engage with the local community and stakeholders to raise awareness of the importance of trees and promote responsible tree management practices.
10. Commission remedial and proactive tree work, ensuring value for money and work is carried out to recognised arboricultural industry standards.
11. Represent Staffordshire County Council and offer technical advice on arboricultural matters at public meetings, site inspections, consultations, etc as required.
12. To support the wider work of the Environment & Countryside service as required and commensurate with the post.

This post is designated as a casual car user.

Special Requirements

This role includes working outdoors and at heights. Protective clothing and boots are supplied.

Standard hours of work are 37 per week worked in 5 days. The post holder may be required to work on Saturdays, Sundays and public holidays on occasion. Rest days in mid-week are currently allowed in lieu. The post holder will be paid at plain time rate in addition to normal pay for hours worked on Bank Holidays, extra statutory or concessionary holiday granted by the County Council. Some evening work may also be necessary at certain times of the year.

The service operates across Staffordshire and the post holder may be required to work at any site in the county according to business need. The post holder will be required to undertake emergency duties out of normal working hours as necessary.

The post holder may have access to an appropriate pooled work vehicle but will generally be required to use their own vehicle depending on the task. If the post holder is required to use their own vehicle, payments for any additional travel will be in accordance with the Staffordshire County Council car user guidance.

The post is subject to medical clearance.

**Professional Accountabilities:**

The post holder is required to contribute to the achievement of the Council objectives though:

**Financial Management**

Personal accountability for delivering services efficiently, effectively, within budget and to implement any approved savings and investment allocated to the service.

**People Management**

Engaging with People Management policies and processes

**Equalities**

Ensuring that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

**Climate Change**

Delivering energy conservation practices in line with the Council’s climate change strategy.

**Health and Safety**

Ensuring a work environment that protects people’s health and safety and that promotes welfare, and which is in accordance with the Council’s Health & Safety policy.

**Safeguarding**

Commitment to safeguarding and promoting the welfare of vulnerable groups.

The content of this Job Description and Person Specification will be reviewed on a regular basis.

**Person Specification**  A = Assessed at Application

I = Assessed at Interview

T = Assessed through Test

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| **Minimum Criteria for Disability Confident Scheme \*** | **Criteria** | **Measured by** |
| **employer_small** | **Qualifications/Professional membership**   * Arboricultural qualifications to a minimum of level 5 (HND/ FdSc) * LANTRA Professional Tree Inspection qualifications | A / I  A / I |
| **employer_small**  **employer_smallemployer_small** | **Knowledge and Experience**   * Demonstrable knowledge and understanding of the legal, strategic and operational requirements needed to provide a tree management and maintenance advice, including all relevant Planning and Health and Safety legislation * Demonstrable broad knowledge of UK and European habitats and wildlife protection legislation, including SSSI and SAC-related law * Experience with on-site surveying and associated report writing * Knowledge and experience of Visual Tree Assessment * Experience of using tree inventory software * Experience of working with the public, volunteers, contractors, stakeholders and external organisations | A / I /T  A / I  A / I  A / I /T  A / I  A / I |
| **employer_small**  **employer_small**  **employer_small**  **employer_small** | **Skills**   * Ability to interpret and present data to a wide range of audiences * Analytical skills * Organisational and planning skills * Range of IT software skills, including MS Word, Excel and MS PowerPoint including GIS * Effective communication and interpersonal skills for engaging with internal and external stakeholders * Ability to work independently and as part of a multidisciplinary team     The postholder will need to have a driving licence or the ability to meet the mobility requirements of the role (e.g. to undertake surveys, inspections etc.) through other means. | A / I  A / I /T  A / I  A /I  A /I  A / I |

**employer_small** If a disabled person meets the criteria indicated by the Disability Confident scheme symbol and provides evidence of this on their application form, they will be guaranteed an interview.

We are proud to display the Disability Confidence Symbol, which is a recognition given by Job centre plus to employers who agree to meet specific requirements regarding the recruitment, employment, retention, and career development of disabled people.

If you need a copy of this information in large print, braille, another language on cassette or disc, please ask us by contacting

Talent & Resourcing Team 01785 278300