

Senior Rights of Way & Definitive Map Technical Officer Grade 7

About the Service

Based in the Economy, Infrastructure and Skills Directorate, Environment and 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 Staffordshire County Council functions and externally, the conservation of Staffordshire's natural and historic environment, rural development and the management of environmental data and spatial information. The service hosts the Cannock Chase National Landscape Partnership and is involved with other strategic environmental partnerships across the county.

About the Role

Under the direction of the Definitive Map & Spatial Information Team Manager, this role will supervise the Technical Officers providing advice and guidance on the legal management and maintenance of the County Council's Definitive Map, Public Rights of Way and statutory registers including Town and Village greens. Working with a degree of autonomy, the postholder will contribute to complex/non-routine casework, the analysis of spatial and legal data, and the production of accurate mapping, reports, and recommendations to support statutory duties and operational decision-making.

Reporting Relationships

Responsible to: The Definitive Map & Spatial Information Team Manager.

Responsible for: Technical Officers (supervisory capacity)

Key Accountabilities:

1. Under the direction of the Definitive Map & Spatial Information Team Manager and senior officers, support the delivery of the Rights of Way and Definitive Map functions by analysing, actioning and responding to casework.
2. Maintain, update, and manage spatial and environmental data, including the Definitive Map and Statement and associated registers and databases in an efficient and timely manner.
3. Respond to a range of enquiries and issues from both internal and external stakeholders, including technical non routine queries, relating to the Definitive Map, Statement, and Rights of Way network.
4. Lead and supervise the Technical Officers by allocating work, monitoring delivery and developing capacity to ensure service delivery.
5. Support the Definitive Map & Spatial Information Team Manager by using Geographical Information Systems (GIS) to prepare and analyse information to inform decision-making processes, including contributing evidence, mapping, and background material that assists with planning consultations, rights of way casework, and other statutory functions including Town and Village green application processing.
6. With the guidance of the Definitive Map & Spatial Information Team Manager and senior specialists:
 - Contribute to GIS and analytical projects by validating data, conducting analysis, and communicating findings clearly to diverse audiences
 - Ensure established standards are maintained for the quality of spatial data and metadata.
7. Contribute to service development by analysing data and identifying opportunities to improve processes and delivery outcomes.

8. Collaborate with other agencies on matters within their power e.g. anti-social behaviour, dangerous or aggressive animals, etc, making referrals for investigation, providing advice, and recommendations.
9. Assist in the preparation of team, service and panel or member briefings and reports, by undertaking data analysis and research.
10. Work closely with the Rights of Way Officers and other colleagues on matters relating to the definitive map and spatial data which may involve site-based meetings to assist them in achieving successful outcome/resolution to the issues.
11. Be flexible and support as required work across Environment & Countryside to meet business needs commensurate with the general nature and grading of this role.

Person Specification

Qualifications/Professional membership

- Educated to level 4 or above in a relevant subject area or have equivalent experience
- Relevant technical or professional qualifications relating to rights of way, geography, mapping or similar discipline

Knowledge and Experience

- Thorough technical knowledge and practical experience of using GIS, cartography and managing spatial and environmental data.
- Demonstrable working knowledge of rights of way legislation, policy and practice in England, with the ability to apply this knowledge to casework and enquiries.
- Experience of researching, interpreting, and using historical and contemporary records, including maps, user evidence, and other supporting information relevant to Definitive Map and related functions.
- Experience of collecting, analysing, and presenting data and evidence in a variety of formats to support operational work and decision-making.
- Demonstrable experience of handling and responding to non-routine or technically complex issues, using judgement to identify appropriate actions and when to seek guidance.
- Experience of working both independently and as part of a team, managing own workload within agreed priorities.
- Experience of supervising or coordinating the work of others to achieve service outcomes.

Skills

- Competent IT skills, including competent use of word processing, spreadsheets, databases, and GIS systems to produce accurate and reliable outputs.
- Ability to understand, interpret, and analyse maps, spatial data, and supporting evidence, identifying patterns, discrepancies, and implications.
- Ability to organise and maintain accurate records, adopting a methodical and consistent approach to data and case management.
- Ability to manage difficult conversations with Landowners, Members of the Public and other external stakeholders, in a confident, calm and professional manner.

- Effective written and verbal communication skills, with the ability to explain technical or factual information clearly to a range of audiences.
- Ability to apply judgement in resolving problems and determining appropriate actions.
- Ability to manage a varied workload, demonstrating flexibility, organisation, and effective prioritisation.
- Effective team-working skills, with the ability to collaborate with colleagues and support shared objectives.
- Willingness and ability to undertake accompanied site visits, including travel to outdoor locations with rough ground and mixed terrain that may be physically demanding. Applicants must have access to their own vehicle and be able to travel independently to sites as required.

This post is designated as a casual car user.

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