



- 1. POST TITLE:** Community Woodland Manager  
The Community Woodland Manager will be expected to maximise the social and economic benefits from the woodland management. Working with local businesses, developing new projects and creating opportunities which add value by working with the local community and organisations.
- 2. SALARY:** range - £28,000 to £32,000 – 37.5 hour week
- 3. LOCATION:** Your normal place of work will be Raincliffe Woods and associated woodlands 222 hectares.

**4. RELEVANT TO THIS POST:**

Initially for two years with an any extension subject to funding generated.

Flexible Working. Working days must have some flexibility to provide cover for some weekend and bank holidays for volunteering days and supervision. Job share could be considered with the right combination of skills.

**5. ORGANISATIONAL RELATIONSHIPS:**

The post holder will report to the Raincliffe Woods Community Enterprise Community Interest Company (RWCE CIC) Board or nominated Director. Strategic overview, high level influencing and decision making on behalf of the Organisation will be provided by the RWCE Board.

**6. DESCRIPTION OF ROLE:**

Power to Change has awarded RWCE £113,000 to develop the organisation from an entirely volunteer run organisation to a sustainable not for profit employer. Taking forward the semi commercial programme of woodland management and regeneration of semi and ancient woodland habitat through better managed woodlands, new planting and community involvement. The post holder will be expected to manage RWCE's Higher Tier Woodland Stewardship of around £23,000 a year with additional allocations for work to control/eliminate invasive non-native shrubs, protection of veteran trees and improvement to forest tracks.

RWCE has a Forestry Commission licence to thin 800 tonnes a year using continuous cover with 5,000 tonnes still to thin. The post holder will be expected to maximise the return on the thinned timber through their knowledge of the industry. They will also be expected to seek new income from innovative community based projects that enhance the involvement and understanding of the



local community about the woodland and the wider benefits that can be gained from the woodland environment.

The woodlands include Forge Valley National Nature Reserve, SSSI's, North York Moors National Park, Ancient Monuments, numerous Public Rights of Way, Highways, Moors to Sea Cycle route and the River Derwent. The woodlands are surrounded by farm lands and encompasses 5 Parish Councils and the Town of Scarborough. The post involves engaging with all these stakeholders to unlock the potential of the woodlands.

Delivery of all these programmes of work should involve both traditional and innovative woodland management techniques to create a thriving woodland with social and environmental benefits.

## 7. DUTIES AND RESPONSIBILITIES SPECIFIC TO THIS POST:

As a Community Woodland Manager, you'll need to:

- advise the Board on good forestry practice and provide a service to woodland users, including those interested in working with RWCE
- advise Board on the most appropriate tree species (whether by planting or natural regeneration), and on budgeting, public access, ecological surveys and forest certification
- organise the growing, harvesting, marketing and sale of timber
- develop links with customers that can add social, economic and environmental value to the annual harvesting of timber
- plan and implement annual work programmes and ensure the effective use of resources to meet the current objectives of the woodland areas
- supervise / support forest workers and contractors in the field, which may involve negotiating with subcontracting companies
- ensure forest operations are carried out to professional health and safety standards, to protect workers and members of the public
- liaise with customers, landowners, timber merchants, the public, community groups, charitable bodies and local authorities
- liaise with other professionals, such as those working for Statutory Agencies, education, health, research and sciences.
- Develop the RWCE volunteers, arranging training, managing tasks and ensuring safe working
- Develop new sources of income and assist in applications for external funding
- attend meetings
- keep up to date with relevant changes in legislation and other developments which impact upon the management of the woodlands, engagement with volunteers and our communities
- plan and control budgets and prepare costing and financial forecasts

You may also carry out the following tasks, in relation to woodland protection:



- conduct research in areas such as silviculture, pathology, tree improvement and entomology
- develop plans to increase the biodiversity and resilience of the woodlands which also create economic value
- monitor existing woodland practices
- protect woodlands from anti social behaviour and activities which put the woodlands at risk, monitoring and managing invasive plants, pests and diseases
- ensure that woodlands and their management are not detrimentally affecting the environment and wildlife around them, by damaging wildlife habitats, water supplies or soil.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by the Board.

**Person Specification: Community Woodland Officer**

<b>Criteria</b>	<b>Essential</b>	<b>Desirable</b>	<b>Method of Assessment</b>
<b>Qualification</b>	<ul style="list-style-type: none"> <li>Completed a degree, higher diploma or apprenticeship course</li> </ul>	<ul style="list-style-type: none"> <li>Membership of (or working towards) a relevant professional institute (e.g. Institute of Chartered Foresters)</li> <li>Evidence of maintaining Continuous professional Development</li> <li>Degree or equivalent/Higher Diploma in forestry</li> <li>Chainsaw certification</li> </ul>	Application form Selection Process Pre-employment checks
<b>Experience</b>	<ul style="list-style-type: none"> <li>Experience of working with community groups and volunteers.</li> <li>Practical experience and understanding of forestry and woodland management</li> <li>Experience of timber harvesting contracts</li> </ul>	<ul style="list-style-type: none"> <li>Experience of forestry incentives and regulations</li> <li>Experience in writing and delivering Forestry Commission approved woodland management plans and grant applications.</li> <li>Experience of tree health regulations</li> <li>Experience of working with farmers and landowners.</li> </ul>	Application form Selection Process Pre-employment checks
<b>Skills/Knowledge</b>	<ul style="list-style-type: none"> <li>Knowledge of landscape scale approaches to the protection and enhancement of heritage.</li> <li>Demonstrable good interpersonal skills and ability to build effective relationships with a wide variety of people and partners. Good team working.</li> </ul>	<ul style="list-style-type: none"> <li>Knowledge of HLF grant schemes</li> <li>Experience of using databases and Geographic information systems</li> <li>High standard of IT skills.</li> <li>An understanding of the issues and challenges facing the forestry sector in the region.</li> <li>Examine complex information and make accurate decisions.</li> </ul>	Application form Selection Process Pre-employment checks

**Personal Qualities**

- Display enthusiasm around goals and activities – adopting a positive approach when interacting with others
- Communicate clearly, verbally and in writing to diverse audiences
- High level of self-motivation and personal organisation
- Needs to be innovative, and demonstrate an ability to create and deliver new ideas that further the work of the project.
- Must be able to work outside of normal working hours.

- A passion for engaging and involving people from all backgrounds in understanding and experiencing the natural environment and the benefits it has on health & wellbeing
- Demonstrate an awareness of creating value from integrated woodland management

Application form  
Selection Process  
Pre-employment checks