YORKSHIRE DALES
National Park Authority

October/November 2026

Garsdale - Hawes Project Manager
Bainbridge or Grassington

Full Time– 37 Hours per week (1.0 FTE)
The post is initially funded until 31 March 2029, with the potential for extension subject to continued funding and the successful progression of the project.

Dear Applicant,

Thank you for your enquiry in regard to the above position.

This recruitment and information pack includes the following:

- Job description
- Person specification including behaviours;
- Background information; and
- Terms and conditions of employment.

Our online application process allows you to complete the form in stages and you can log in/out at any time.

In order for the shortlisting panel to assess your application, please clearly demonstrate how you meet the essential and desirable criteria by referring to the person specification and behaviours and provide examples within your application.

The closing date for completed application forms is 11.00pm on **Wednesday, 4 November 2026.**

Further information about the Yorkshire Dales National Park Authority, including our Corporate Plan is available on our web site, www.yorkshiredales.org.uk. We also have a video showing the many reasons why the Yorkshire Dales National Park is a special place and this can be viewed here https://www.youtube.com/watch?v=b_g02d97idw.

We look forward to receiving your application and thank you for the interest you have shown in working for the Yorkshire Dales National Park Authority.

Yours sincerely

Vikki Thomas
Head of HR

Enc

INVESTORS IN PEOPLE®
We invest in people Silver

Yoredale, Bainbridge,
Leyburn, North Yorkshire, DL8 3EL
Tel: 0300 456 0030 or **01969 652300**
Website: www.yorkshiredales.org.uk
E-mail: info@yorkshiredales.org.uk

Chief Executive: James Blake

YORKSHIRE DALES NATIONAL PARK AUTHORITY
JOB DESCRIPTION

Job title:	Garsdale - Hawes Project Manager
Grade:	Band C
Responsible to:	Head of Access and Engagement
Responsible for:	Garsdale Hawes Rights of Way Officer (casual contract)

Objectives of the post:

To lead the development of the Garsdale-Hawes multi-use route project, creating a scenic, accessible and family-friendly trail in Upper Wensleydale. The route will link Garsdale Station on the Settle-Carlisle railway with Hawes and support wider access, recreation and active travel objectives within the National Park.

Duties and responsibilities:

Lead and manage the planning, development and delivery (subject to funding) of the Garsdale Hawes multi-use route project.

Manage the legal processes and other relevant permissions as required, and, where necessary, act as an ‘expert witness’, produce statements and attend public inquiry(s) and/or lands tribunal(s) necessary for the legal creation of the route

Manage and co-ordinate the work of a cross-Authority project team; liaising effectively with officers within Park Services and other directorates, to ensure that implementation of the project aligns with other key Authority policies and objectives including: financial regulations and contract management; rights of way legislation; ecology; historic environment; planning policy; access; community engagement; health and wellbeing; and tourism and promotion of the special qualities.

Manage other project staff as required, to support planning, development and delivery.

Liaise with the Recreation and Access Projects and Team Manager to ensure the project delivers a route which meets the highest appropriate standards of accessibility, and in line with Active Travel England best practice guidance on rural design.

Develop and sustain the Authority’s relationships with partner organisations (such as local Highway Authorities, Combined Authorities and Active Travel England), as well as other key stakeholders and local interest groups in relation to the project.

Provide advice and progress updates to the Director of Park Services and Head of Access and Engagement, and report to the Member-led project steering group on progress against performance targets, and write and present reports and presentations, as required.

Co-ordinate and oversee liaison and negotiations with landowners, farmers and land agents. Ensure effective involvement of the appropriate Authority officers.

Prepare and write briefs, commission, instruct and manage delivery by consultants, land agents and other professional experts, as required.

As part of an overall project fundraising strategy, develop and produce revenue and capital funding bids for the project and be responsible for the efficient management of budgets allocated, in accordance with the Authority's Financial Regulations, or any future grant funding offers relating to the project.

Support the Authority in reducing its carbon emissions by adopting greener working practices in line with Authority policies.

Comply with the Authority's Health, Safety and Wellbeing Policy and Codes of Safe Working Practice

Contribute to corporate working groups as appropriate.

Such other duties as are commensurate with the objectives and grade of the post, as directed from time to time by the Chief Executive.

PERSON SPECIFICATION
GARSDALE - HAWES PROJECT MANAGER

The assessment of the following criteria and your suitability for the role will be undertaken via either the information you provide on your application form (A) or during an interview (I)

Qualifications and Training	Essential	Desirable	A / I
A level 6 (degree level), or higher qualification in environment, landscape, planning, conservation, or a related subject	✓		A
Access to a car or access to a means of mobility support to meet the demands of the post (if driving, must have a current valid driving licence and appropriate insurance)	✓		A
Project management qualification		✓	A
Construction [Design Management] (CDM) Regulations qualification, or related continuing professional development		✓	A
Professional qualifications from Chartered Membership of Landscape Institute (CMLI), Royal Institute of British Architects (RIBA), Professional Engineer Institutions, or related fields		✓	A
Experience and Knowledge			
Substantial knowledge and experience in active travel, access, and/or public rights of way, or managing a similar scale project or programme	✓		A & I
Experience of delivering project plans within a defined budget and timescale	✓		A & I
Experience of contract management for construction works as part of a similar scale project or programme	✓		A & I
Experience of managing a multi-disciplinary project team, and supporting others to achieve outcomes	✓		A & I
Experienced in developing successful applications/bids to external funding bodies for medium to large-scale projects	✓		A & I
Competent in financial management and following applicable Financial Regulations	✓		I
Demonstrable experience in creating inclusive environments and managing workplace conduct		✓	I
Skills			
Ability to interpret and apply complex legislation procedures	✓		A & I
Proficient in the use of IT software packages such as MS365, Teams, Excel and Word	✓		A
Have representative qualities to create and sustain a high-profile role within and outside the Authority	✓		I
Other			
Flexible approach to working outdoors in all weathers, including the physical ability to walk over rough and isolated terrain when needed	✓		I
Willingness to work occasional evenings and weekends	✓		I

BEHAVIOURS

	Essential	Desirable	A / I
Improvement We will continually strive to improve our performance in delivering National Park purposes.			
Shows enthusiasm and commitment to our vision, purposes and work	✓		A & I
Finds practical ways to overcome barriers; and adopts new practices to help get the job done	✓		A & I
Challenges ineffectiveness and generates new and imaginative solutions	✓		I
Concentrates their resources on work priorities most important to the Authority	✓		I
Seeks to improve knowledge and expertise and applies good practice	✓		I
Accountability We will explain and take responsibility for our decisions and actions.			
Presents clear, concise and accurate information in a way that promotes understanding	✓		A & I
Shares what we know and respects the information we are given	✓		I
Clearly agrees with others what is expected of them and holds them to account	✓		I
Assesses risks and learns from their own and others' mistakes; strives to do things in a safe way	✓		I
Commitment We will do what we say we will do			
Takes responsibility for making things happen by having a positive 'can do' attitude	✓		I
Has the courage to take and implement difficult or unpopular decisions where necessary	✓		I
Uses Authority policy in decision making and working practices	✓		A & I
Knows what the Authority's objectives are, and works hard to achieve them	✓		I
Integrity All our relationships will be built on honesty, transparency, equality and impartiality.			
Shows integrity and fairness in decision- making	✓		I
Ensures decision-making processes are clear and transparent	✓		I
Welcomes and respects diversity; demonstrates equality in working relationships	✓		I
Open and Approachable We will work with others honestly and openly to achieve our objectives in ways that help them meet theirs.			
Co-operates with people and organisations to achieve our objectives and theirs	✓		I
Engages in discussion on an Authority view or policy internally; but presents unity of message externally	✓		I
Listens and considers other views	✓		I

Garsdale - Hawes Project Manager

Based at Yoredale, Bainbridge or Colvend, Grassington

Background

The Yorkshire Dales National Park was designated in 1954 in recognition of its extraordinary natural beauty, the diversity of its wildlife habitats, its rich cultural heritage and its fantastic opportunities for outdoor recreation. It is a dramatic upland, dissected by numerous long glaciated valleys or dales, and is the home and workplace for over 24,000 people. The area is a working landscape, with agriculture, quarrying and tourism, offering the main employment opportunities. Indeed, it is the long history of people settling in and working this harsh environment that has created a cultural landscape recognised today as one of the most distinctive in Western Europe.

The Park is looked after by the Yorkshire Dales National Park Authority and it's the Authority's job to care for this very special place and its communities, so that: local people, businesses and organisations will keep the Yorkshire Dales National Park a thriving area; its unique cultural landscape will be treasured for its stunning scenery, exceptional heritage and wonderful wildlife; and, every year millions of people will be inspired to visit and be a part of it.

The National Park covers an area of 2,179 square kilometres (841 square miles) and is one of a family of 15 National Parks in the UK, protected for future generations to enjoy. Truly Britain's breathing spaces.

From 1974 the whole of the Yorkshire Dales National Park was administered by a Committee of North Yorkshire County Council but, as a result of the Environment Act 1995, the new National Park Authority was established on 1 April 1997. The Authority remains within the framework of local government but is independent of the counties and districts. The Authority now consists of council representatives as well as parish representatives and members appointed by the Secretary of State.

National Parks have two purposes:

- To conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park; and
- To promote opportunities for the understanding and enjoyment of the special qualities of the Park by the public.

In pursuing these purposes, the Authority is also required to:

- seek to foster the economic and social wellbeing of local communities within the National Park.

The National Park Authority is advised by the Chief Executive, James Blake. He is responsible for the day-to-day running of the Authority, supported by approximately 175 staff.

YORKSHIRE DALES
National Park Authority

Terms and condition of employment

Pay

This role has been confirmed as a Band C

Salary: £38,510 to £43,149, per annum

Work Base

Based either Yoredale, Bainbridge DL8 3EL or Colvend, Grassington BD23 5LB - with the potential for some home working.

There will also be some travel within the Park required as part of the role.

Pension

Staff meeting the minimum criteria are automatically brought into the Local Government Pension Scheme (LGPS), which is a defined benefit scheme, unless they elect otherwise.

Hours of Work

The hours of work are 37 hours per week.

A flexitime scheme is in operation. This allows you to vary your start and finish times within set parameters to help your work fit in with your social and domestic responsibilities. If you have accrued sufficient time, the scheme allows you to take up to 12 days extra leave, during the year.

Holidays

The holiday entitlement is based on length of continuous service within Local Government or related employment and calculated on a pro rata basis for part time staff.

On commencement of employment: 26 days.
After 1-year continuous service: 27 days.
After 2 years' continuous service: 28 days.
After 3 years' continuous service: 29 days.
After 4 years' continuous service: 30 days.
After 5 years' continuous service: 31 days.

Plus 8 Bank Holidays.

Training and Development

The Authority is committed to the professional and personal learning, training and development of its staff. To recognise this, the Authority has achieved the Investors in People (IIP) Standard.

An appraisal scheme is in place for all staff and opportunities to undertake in-house and external training programmes are readily available.

Recruitment Clearance

The offer of appointment is subject to confirmation of right to work in the UK, medical clearance by Occupational Health, and the receipt of satisfactory references.

Miscellaneous

New entrants to local government are subject to a probationary period of six months.

The notice period applicable to this post is 2 months.

Application process

The online application form can be completed in stages and you can login/logout at any time. In order for the shortlisting panel to assess your application, please demonstrate how you meet the essential and desirable criteria by referring to the person specification and provide examples within your application.

Applications must be submitted **by 11.00pm** on **Wednesday, 04 November 2026**, to be considered by the selection panel. Once you submit your application online you will receive an email to confirm receipt.

We are committed to building a diverse and inclusive workplace and welcome applications from people of all backgrounds.

We're proud to be a Disability Confident employer. If you have a disability and meet the essential criteria, we guarantee you an interview.

For an informal chat about this vacancy, please contact **Rebecca Greenfield, Head of Access and Engagement**, on 01756 751626 or Rebecca.Greenfield@yorkshiredales.org.uk