



April/May 2022

**Farm Conservation Adviser  
Colvend, Grassington**

**Fixed term contract: from July 2022 until March 2024  
Full Time: 37 Hours per week**

Dear Applicant,

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

This recruitment and information pack includes the following:

- A job description and person specification;
- 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 demonstrate how you meet the essential and desirable criteria by referring to the job description and person specification and provide examples.

The closing date for completed application forms is **11.00pm on Tuesday 24 May 2022** and the anticipated interview date is **Tuesday 7 June 2022**.

Further information about the Yorkshire Dales National Park Authority, including our Corporate Plan is available on our web site, [www.yorkshiredales.org.uk](http://www.yorkshiredales.org.uk).

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**

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**YORKSHIRE DALES NATIONAL PARK AUTHORITY  
JOB DESCRIPTION**

JOB TITLE:	Farm Conservation Adviser
GRADE:	Band D
LOCATION:	Grassington
RESPONSIBLE TO:	Senior Farm Conservation Officer
RESPONSIBLE FOR:	No line management responsibility

**OBJECTIVES OF THE POST**

To increase the value and impact of agri-environment schemes, particularly the Catchment Sensitive Farming initiative, Countryside Stewardship and other rural development services that contribute to the achievement of National Park purposes.

**DUTIES AND RESPONSIBILITIES**

To improve delivery and take-up of measures through the Catchment Sensitive Farming initiative, and other agri-environment and rural development schemes by:

- actively promoting the range of schemes to farmers and land managers;
- acting as a 'first point of contact' for enquiries on the full range of schemes above (consulting as appropriate with other bodies or 'signposting' to other sources of advice);
- providing advice and assistance to farmers and land managers wishing to apply for Catchment Sensitive Farming or other agri-environment funding.
- Organising and delivering water and air quality related events to farmers.

Carry out farm site visits and compile environmental appraisals/reports identifying environmental priorities for the farm.

Facilitate the preparation of applications, particularly to the Countryside Stewardship scheme (targeting locations, developing project ideas, assembling funding packages, ensuring links with planning considerations etc.).

Identify projects and farms that could benefit from local and national funding streams and which would advance National Park purposes. Carry out proactive advisory visits to farmers and persuade them to enter their land into appropriate schemes.

To maintain effective liaison with officers across the Authority, and between the Authority and the range of other bodies providing on-farm support (including Natural England, Environment Agency, Rivers Trusts, Farmer Network, Local Enterprise Partnerships).

To contribute to the Authority's corporate projects and working groups.

To comply with the requirements of the Authority's Health and Safety Policy and Codes of Practice.

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

<b>QUALIFICATIONS</b>	<b>Essential</b>	<b>Desirable</b>
A level 6 (degree level) qualification in a conservation or environmental subject. Other qualifications may be acceptable if a high level of knowledge and experience of farm conservation can be demonstrated.	✓	
<b>EXPERIENCE</b>		
At least 2 years of experience of providing advice and support on current agri-environment schemes to farmers and land managers.	✓	
An understanding of upland farming and land management	✓	
Practical experience of surveying, interpreting land management information, identifying conservation opportunities and producing farm plans.	✓	
Experience of reducing water pollution risk within an agricultural context and/or delivering catchment sensitive farming advice		✓
Knowledge of existing agricultural support schemes including Basic Payment and the new government future farming and productivity schemes		✓
Experience of accessing public funding and/or developing and managing projects		✓
<b>SKILLS AND PERSONAL QUALITIES</b>		
Access to a car or access to a means of mobility support to meet demands of the post (if driving must have a current valid driving licence and appropriate insurance)	✓	
Excellent communication and inter-personal skills	✓	
Capable of dealing sensitively with local communities, farmers and land owners	✓	
Proficient in the use of IT, including Microsoft Office software	✓	
Physically able to carry out fieldwork in upland terrain	✓	
Excellent organisational skills with the ability to prioritise workload effectively to meet deadlines and manage competing demands	✓	
Personal style and experience that gives the individual credibility with the farming community.	✓	
Commitment to the principles of environmentally sustainable farming practices.	✓	
A positive and pragmatic approach, with an ability to find creative solutions.	✓	
Commitment to National Park purposes	✓	
A supportive and co-operative team member with the ability to work independently using own initiative and as part of a multi-disciplinary team.	✓	
Able to use GIS software, particularly QGIS		✓
Safe and compliant data collection and data management skills		✓



**YORKSHIRE DALES**  
National Park Authority

**Farm Conservation Adviser**  
**Based at 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 with a resident population of over 23,000 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 and to help people understand and share in it.

The National Park was extended to the north and west on 1 August 2016, it now covers an area of 2,179 square kilometres (841 square miles).

It 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<sup>st</sup> April 1997. The Authority remains within the framework of local government but is independent of the counties and districts. The Authority now consists of both county council and district council representatives as well as parish representatives and members appointed by the Secretary of State.

The 1995 Environment Act revised and updated the purposes of national parks which are:

“conserving and enhancing the natural beauty, wildlife and cultural heritage of the areas, and promoting opportunities for the understanding and enjoyment of the special qualities of those areas by the public”.

In pursuing these purposes, the Authority:

“shall seek to foster the economic and social wellbeing of communities within the National Park.”

The National Park Authority is advised by the Chief Executive (National Park Officer), who is supported by approximately 165 staff.

## **Terms and condition of employment**

### **Pay**

This role has been confirmed as a Band D

Salary: £23,484 to £30,095 per annum

### **Work Base**

Colvend, Grassington, Near Skipton, BD23 5LB, with the potential to work part of the week at home and/or at our Bainbridge office. There will be 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), 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: 25 days.

After 1-year continuous service: 26 days.

After 2 years' continuous service: 27 days.

After 3 years' continuous service: 28 days.

After 4 years' continuous service: 29 days.

After 5 years' continuous service: 30 days.

Plus Bank Holidays.

### **Training and Development**

The Authority is committed to the professional and personal training and development of its staff. To support this, the Authority has achieved the national 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 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 job description and person specification and provide examples.

Applications must be submitted **by 11.00pm on Tuesday 24 May 2022**, to be considered by the selection panel. Once you submit your application online you will receive an email to confirm receipt.

## **Anticipated interview date – Tuesday 7 June 2022.**

Our recruitment process treats all job applications equally, regardless of age, disability, gender identity, race, ethnicity, religion or belief, sex, sexual orientation or any other equality characteristic. That said, we particularly encourage applications from people from Black, Asian and other minority ethnic (BAME) backgrounds, as this group are currently under-represented throughout the Authority.

For an informal chat about this vacancy, please contact **Helen Keep**, Senior Farm Conservation Officer on 01756 751611 or [Helen.Keep@yorkshiredales.org.uk](mailto:Helen.Keep@yorkshiredales.org.uk)