



Applicant Pack

Recovering the Deben Programme Manager

April 2025



www.essexsuffolkrivertrust.org/recruitment

About Essex and Suffolk Rivers Trust

The Organisation

Essex and Suffolk Rivers Trust (ESRT) is an independent environmental charity set up in 2013 dedicated to improving and protecting rivers in Essex and Suffolk, making them a better place for people and wildlife.

We work with farmers, residents and organisations to provide advice and resources for their communities. We bring together the people, knowledge, data and intelligence to take action to help our rivers thrive again.

We are a proud member of the [Rivers Trust](#) movement the umbrella organisation which works across the UK and Ireland leading a movement for change in our rivers.

Our Vision

In Essex and Suffolk, only 10% of river stretches in the rivers and estuaries we work in are reported to be at good ecological status. This is the result of historic changes to the rivers, pollution and climate change. Our region is one of the driest and hottest parts of the country with rainfall by 2040 predicted by the Met Office to be significantly below the national average. We are increasingly affected by flooding from extreme rainfall events. Many of our key species are threatened through habitat loss and climate change.

On the positive side, we have some of the most iconic rivers and internationally important estuaries in the UK. Most importantly people who live and work near them care about their future.

Our Vision is that the rivers and estuaries of Essex and Suffolk are rich in wildlife, loved and cared for by local people and protected for future generations.

Our Strategy

Our strategy to 2030 is to work with partners and communities in four areas to: Restore natural processes; Look after land and water; Inspire people to get involved and Build resilience for future generations.

Our projects and work areas are developed in service of our strategy which will deliver for people and wildlife across the waterways we look after.

About This Role

This role will lead the delivery of the [Recovering the Deben from Source to Sea](#) programme development phase. In 2023, the East Suffolk Catchment Partnership developed the Recovering the Deben initiative to work across the whole catchment and estuary from the source of the River Deben upstream of Debenham to Woodbridge and continuing to the sea at Felixstowe Ferry.

An Action Plan was put together and we are in the development phase of the project scoping with the aim of developing a detailed action plan for the delivery phase (2026–2030). This role will lead the development phase finishing in summer 2026.

Five workstreams have been established to focus development work in response to the objectives set out in the Action Plan. This role will co-ordinate the activity across five workstreams and deliver some of the development studies and activities already funded by the Water Restoration Fund.

The role will use expertise, experience and commitment to work in partnership with many stakeholder organisations and groups to make a real difference in helping to solve the complex problems of river restoration and water management in the River Deben.

The Process

If you're ready to be part of a dynamic team making a lasting impact on our local environment, we invite you to submit your CV and a personal statement detailing your interest in and suitability for the position. The statement must be a maximum of two A4 pages, please send this with your CV to info@essexsuffolkrivertrust.org.

The closing date for this role is 12:00 (midnight) on **Tuesday 22nd April 2025**.

Interviews are to be held on either **28th or 29th April 2025**.

If you have any questions about the Recovering the Deben Programme Manager role, please contact:

helen.dangerfield@essexsuffolkrivertrust.org

Equality, Diversity, and Inclusion

Essex and Suffolk Rivers Trust is an equal opportunity employer. We encourage applications from candidates of all backgrounds and experiences. We are committed to better reflecting society and the communities who use, need, and enjoy our rivers within our workforce. We welcome requests for flexible working. All applications will be judged solely on merit.

Working for Essex and Suffolk Rivers Trust

Join the Essex and Suffolk Rivers Trust, where passion meets purpose in the heart of environmental stewardship! As a dedicated member of our dynamic team, you will play a pivotal role contributing to the conservation and enhancement of the Deben which in the estuary is designated internationally for nature conservation reasons..

Why Choose Us?

- **Meaningful Impact:** At the Essex and Suffolk Rivers Trust, every day brings the opportunity to make a real difference. Your work will directly contribute to the preservation and restoration of our local rivers and ecosystems.
- **Collaborative Environment:** Work alongside passionate and skilled individuals who share a common goal of environmental conservation. Our inclusive culture values diverse perspectives, ensuring a stimulating and supportive workplace where everyone's voice is heard.
- **Innovation and Creativity:** We encourage and welcome innovative solutions. Your ideas matter, and we believe in empowering our team members to bring creativity to the table. Together, we can pioneer new approaches to address the evolving challenges facing our rivers.
- **Professional Growth:** We are committed to the development of our team members. Whether you're looking to enhance your current skill set or explore new areas of expertise, we provide opportunities for professional growth and advancement.
- **Work-Life Balance:** We understand the importance of a healthy work-life balance. Our flexible work arrangements and supportive policies allow you to excel in your role while maintaining a fulfilling personal life.

Job Description

Post title: Recovering the Deben Programme Manager

Function: To manage the Recovering the Deben from Source to Sea development phase programme of works, administer the Water Restoration Fund development funding and co-ordinate workstream activity reporting to the Steering Group.

Responsible for: Programme management and administration of the Recovering the Deben from Source to Sea Initiative.

Employment Terms

Term: 12-month initial term (with intention to extend to the five-year delivery phase subject to funding). Ideal start date is the 9th June subject to discussion.

Hours: Full time (37.5 hours per week). Part time hours considered.

Salary: £37,500

Holidays: 25 days plus statutory holidays

Place of work: Based in our Stowmarket office, with flexible home working. Regular travel throughout the Deben Catchment

Working Relationships

Internal: ESRT Director, Natural Rivers Manager, Bluespaces Manager, Project Support Officer, Volunteer and Corporate Events Officer, Blue Spaces Assistant and the Operations Support Officer

External: A wide range of stakeholders and partners, including the Environment Agency, Farm Clusters, Water Companies, Local Authorities, Natural England, Natural Landscapes, project funders, landowners, other NGOs and local interest groups and communities.

Purpose of Post

To lead delivery and support the completion of the Recovering the Deben Source to Sea delivery plan which will document costed recovery actions to 2030. The role will also project manage the deliverables within the Water Restoration Fund grant, which will include a feasibility study for the alleviation of barriers to fish migration, pilot study investigations for nutrient attenuation in the estuary and investigations on the feasibility of super buffers strips within the Deben catchment. These projects will be delivered by external consultants and project partners.

Main Responsibilities

Programme and Project Management

1. Co-ordinate the delivery of development work in each of the five workstreams, working with workstream leads and reporting to the steering group.
2. Organise and manage regular steering group meetings and ensure communication with the steering group for the project is clear and regular.
3. Oversee the regular update of the website, including updating the action plan to reflect activity completed so far in the programme and what is planned for the remaining development phase.
4. Project Manage three Water Restoration Fund projects working with consultants, ensuring the projects are delivered to budget and within any time constraint of the funding.
5. Draft reports required by the funders to meet the funding providers requirements.

6. Work with partners to develop new project deliverables and to seek funding opportunities to build and support the work happen already within the catchment.
7. Work with our Volunteer and Community Involvement Officer to support events within the local community and to produce supportive information for the work being developed or delivered.
8. Work with staff within the ESRT to maintain the Recovering the Deben webpages and to ensure content is regularly updated with project and partner news items.
9. Produce the costed activity plan.

General Duties

1. Uphold the values and ethos of ESRT and represent the organisation as and when required in a range of settings.
2. Manage individual workload and make day to day decisions as to where best to allocate your time, to satisfy the requirements of your work programme.
3. Ensure that ESRT policies and procedures, including Health and Safety, are always understood, and adhered to.
4. Working with other staff, assist with the general marketing and promotion of ESRT and its work.
5. You may be required to carry out other duties and tasks as required from time to time for the efficient operation of the Trust.

The candidate must hold a full driving licence.

Person Specification

Criteria	Essential	Desirable
Education and Training		
Relevant qualifications at degree level, for example in Project Management, Physical Geography, River Management and Restoration, Environmental Science.		✓
Project or programme management accreditation		
Experience		
Programme management experience (managing and co-ordinating activity across a number of work areas)	✓	
Experience project managing contracts and contractors.	✓	
Experience in arranging, preparing and recording meetings and disseminating and sharing information from the meetings.	✓	
Experience in preparing and using health and safety protocols, such as risk assessments & method statements		✓
Experience in event planning, management, and delivery.	✓	
Experience using IT software including email, MS Word, PowerPoint, Excel and MS Teams.		
Knowledge		
A sound working knowledge of environmental challenges.		✓
Understanding of climate change issues affecting land and water management		✓
Skills and Abilities		
Demonstratable leadership skills to lead, inspire, motivate and manage a wide range of partners from varying backgrounds.	✓	
Ability to manage workload effectively and prioritise tasks to demanding timelines.	✓	
Ability to communicate effectively, with integrity and diplomacy, both verbally and in writing, to a wide range of stakeholders.	✓	
Ability to work well on your own initiative with high levels of self-motivation and enthusiasm	✓	
Ability to physically deliver projects site visits, walkovers and engagement events	✓	
Personal		
Ability to travel regularly and to sites	✓	
A full UK driving license, with access to a personal vehicle insured for business purposes.	✓	
Confidence in partnership working, e.g., with businesses, statutory bodies, other NGO's and landowners and farmers	✓	