

Project Manager (Nature Towns and Cities)			
Reference No:	A5746		
Service:	Planning Service		
Job Family:	Planning, Property & Assessors	Grade:	FC8
Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:			
Managing and facilitating projects			
Develop, manage and deliver projects to meet Fife Council environmental priorities e.g. the Climate Fife Strategy, Greenspace Strategy, Local Biodiversity Action Plan. Including development of business cases, stakeholder engagement and seek funding.			

Purpose		
The post holder will develop and deliver the Nature Towns and Cities #Transforming Fife's Greenspace project. They will manage the project to make Fife a leader in urban green/blue space management, transforming our approach to improve people's lives, improve health and enhance biodiversity. This post will cover all aspects of climate, sustainability and biodiversity.		
Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility	E	D
Educated to SCQF level 9, which includes a Degree or equivalent, ideally in an environment or relevant subject	✓	
Associate or Full member of the relevant Professional Association (e.g. IEMA, CIWEM, CIWM, CIEEM)		✓
Project management skills	✓	
Project management qualification e.g., PRINCE2		✓
Experience in costing and budget management		

Role Profile

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		✓	
Managing and motivating employees including allocating work, team building and resolving conflict.	Leadership and team building skills Ability to motivate others to perform to the highest standards	✓ ✓	
Facilitate and support place-based and strategic projects in partnership with Fife Council, public and private sector partners.	Organisational skills Time management skills Leadership skills	✓ ✓	✓
Managing and motivating employees including allocating work, team building and resolving conflict.			
Climate engagement and influencing			
Provide focused leadership by leading the planning, strategic development and delivery of all workstreams of Transforming Fife's Greenspace. Develop and deliver relevant training for staff, councillors, and partner organisations e.g., to inform their practice and increase delivery of climate actions. Including ability to explain complex issues to a mixed audience and to assess training requirements and develop innovative methods for delivery e.g. how greenspace improvements will affect different stakeholders.	Ability to think strategically with experience of translating strategy into deliverable plans Experience of facilitating organisational or significant change Communication skills Experience of developing and delivering training packages	✓ ✓ ✓	✓
Support partners to undertake environmental appraisals and assessments e.g. to integrate climate measures into their building and land proposals.	Knowledge and experience of environmental assessment or a qualification in environmental assessment e.g. EIA, SEA, ISO1400, CIWEM		✓
Place based climate action			

Role Profile

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Support partners to develop and integrate climate action into local placed based strategic and practical work e.g., Local Community Plans, regeneration works and improvement projects. Including work with stakeholders, assess and identify opportunities for climate action.	Substantial experience of developing relationships and partnership working within the private or public sectors Knowledge and experience of local place-based platforms e.g., Local Community Plans and collaborative project delivery e.g. multi-group projects	✓	✓
Provide ongoing strategic environmental support and guidance to Fife Council and community plan partnerships, boards and collaborative groups delivering change e.g. Addressing the Climate Emergency Board, the City Region partnerships.	Knowledge of Local Authority governance and organisational management systems and processes e.g., Best Value		✓
Strategic research and performance			
Undertake and oversee research and audits to support delivery and assessment of projects and policy e.g., research new greenspace improvement opportunities to assess suitability for Fife Council and partners.	Experience of undertaking research, audits or assessments related to environmental topics	✓	
Provide reports, briefings and present written and oral evidence to members, senior management and external stakeholders to inform decisions on policy matters e.g., Committees, Fife Partnership, City Deal Board.	Knowledge of national environmental policies, legislation and issues related to Local Government Report writing skills	✓ ✓	
Provide a leading role in the development of service and corporate environmental strategies, policy, and implementation, with reference to climate change, sustainability and nature, e.g., land use or greenspace improvement.	Experience of development of corporate actions to implement and inform environmental strategies	✓	
Prepare reports and briefs in response to new national environmental policy and consultations e.g., respond to Scottish Government consultations on new environmental legislation.	Experience of engaging with internal and external policy developers	✓	
Undertaking all other duties as required for the role. Duties will be in line with the grade.			

Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required	
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.	
Additional Information – the following information is available:	Expected Behaviours
• Skills Framework (if applicable) • How we work matters	Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values. Please refer to How We Work Matters Guidance to learn more.

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