

Job Description

Tree officer

Service:	Asset Management	Team:	Tree Management
Location:	County Hall / South Lancashire		
Salary range:	£37,563-£42,123	Grade:	8
Reports to:	Tree Service Manager	Staff responsible for:	1

Job Purpose

To provide technical and professional arboricultural advice to internal and external customers across multiple departments and sites in Lancashire.

To provide their expertise to ensure statutory undertakings are met and workload assigned by service manager is achieved.

Their work will be based on a theoretical understanding of tree management matters, but they will be operating within well-established professional procedures and defined Council policies and procedures.

Work will involve a broad range of complex tree related problems. Role holders will need to manage changing and challenging priorities, making sound professional judgement to respond to dynamic situations and competing requirements.

Accountabilities/Responsibilities

- Deliver arboricultural management services for the Council, including site inspections, ensuring data records and evidence collected maintain accordance with industry standard guidance, statutory and regulatory requirements and the Council's policies and procedures.
- Provide specialist technical arboricultural advice and guidance to internal/external customers, making technical/professional recommendations about a course of action for tree assets including those held within the property portfolio and other operational and non-operational land. This will also include enforcement on private landowners to carry out highways safety related tree works under provisions of the Highways Act (1980).
- Provide technical guidance and mentor junior colleagues to ensure they are equipped to deliver their responsibilities.
- Provide technical advice to deliver projects across Council services as and when required, e.g.; inspection and tree protection measures for infrastructure projects and briefing/managing consultants/contractors undertaking inspection and management work.
- Shape and maintain effective relationships and communications with other agencies and service providers, build working relationships and ensuring joined up, consistent service provision in line with policy and best practice across Lancashire.

Other

- **Equal Opportunities**
We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.
- **Health and safety**
All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.
- **Customer Focused**
We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Our Values

We expect all our employees to demonstrate and promote our values:

- **Supportive**
We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.
- **Innovative**
We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.
- **Respectful**
We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- **Collaborative**
We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification ***Tree Officer***

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications
<ul style="list-style-type: none"> • Minimum Level 5 degree in Arboriculture or Forestry. Equivalent level formal qualifications will be considered. • Significant vocational experience, demonstrating development in a series of progressively more demanding roles where independent management was necessary.
Experience
<ul style="list-style-type: none"> • Managing tree assets for a large organisation/landowner, and/or trees in various settings with significant risk to people or property a foreseeable outcome. • Experience with tree inventory systems and tree inspection methods, equipment and procedures. • Experience with decay detection equipment to investigate tree structural condition. • Supervising arboricultural maintenance contracts and contractors. • Utilising a risk-based approach within an asset management setting for trees. • Understanding of map-based data and working within a GIS environment. • Experience of working with the public and customer relationship management. • Preparing technical arboricultural reports and providing information in required formats for different scenarios and clients/customers
Essential knowledge, skills & abilities
<ul style="list-style-type: none"> • Up to date and thorough knowledge and understanding of the work practices, systems, processes and procedures relevant to the role, and a good understanding of the Council policies and services related to the role. • Detailed understanding of the professional, regulatory, statutory and corporate frameworks/standards relevant in arboriculture and local government. • Excellent analytical and problem-solving capability. Ability to network with colleagues collaboratively to find the optimum solution for complex tree management issues. • Able to mentor other professional staff. • Ability to influence others' behaviour through effective relationship building, particularly with colleagues in the operational and asset management services.

- Good communication skills and ability to explain and distil tree related issues to the public both formally and informally, through a variety of communication methods.
- Ability to plan and programme work activities led by policy, create and implement action plans across short- and long-term priorities and issues as they arise.
- Detailed knowledge of the relevant issues affecting tree health, the processes and practices required for their identification, and appropriate measures required for management.

Other essential requirements

- Commitment to equality and diversity.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.
- This is an essential car user post.

You will be required to provide a car for use in connection with the duties of this post and must be insured for business use. In certain circumstances consideration may be given to applicants who, as a consequence of a disability, are unable to drive