



JOB DESCRIPTION

GIS ANALYST

- REPORTS TO:** Project Development Manager
- RESPONSIBLE FOR:** No direct reports at this time (but potential to grow)
- LOCATION:** Office base in Carshalton (SM5) with occasional travel throughout the UK and continental Europe. Occasional home working is permitted.
-

Organisation and Role Outline

The South East Rivers Trust (SERT) is an environmental charity dedicated to achieving healthy river ecosystems for all across the South East of England. The Trust's mission is to deliver outstanding river ecosystem enhancement through science-based action, collaboration, education and engagement. SERT is a member of the national Rivers Trust, and is part of the rivers trust movement which is described as having 'wet feet' because it concentrates its efforts on practical improvement works on the ground. The Trust's core values are central to all it strives to achieve, including bringing positive energy, expertise and specialist knowledge to develop good relationships and deliver to a high standard to make a real difference to rivers and their catchment areas.

SERT is seeking a highly competent GIS professional with a passion for the natural environment to join our growing team. This is a new role within the Trust and the first dedicated data and GIS position. The primary purpose of the position is to underpin the evidence-based approach taken by the Trust by managing, analysing and communicating spatial data to inform effective river catchment management.

You will set up a spatial database which will combine data from a variety of sources, including that provided to Catchment Based Approach Data Package (<https://catchmentbasedapproach.org/learn/national-evidence-desktop-caba-gis-data-packagev5/>). You will lead on spatial analysis for the Trust identifying opportunities and supporting colleagues and partners to interrogate, analyse, visualise and present data to support the ecosystem services/natural capital planning and integrated catchment management activities of the Trust and the Catchment Partnerships that it hosts.

You will have a good understanding of environmental data and how it can be used; experience with tools for spatial analysis; and will be able to incorporate and use remotely sensed data, e.g. drone footage and satellite data, to inform decisions relating to water and land management.

You will be involved in a variety of projects, ranging from multi-year landscape scale European programmes to short-term local restoration projects. This will require you to work on defined tasks as well as taking the initiative to identify further opportunities in which GIS-based analysis, data collation and data visualisation could be used to enhance and support projects and funding applications.

Whilst this is the first dedicated GIS role within the Trust, some colleagues do have GIS knowledge and you will support them to expand their skills where appropriate. You will be part of a vibrant and supportive team and will have the opportunity to raise funds and expand the GIS function of the Trust. You will primarily be based in the Trust's office in Carshalton but will occasionally travel throughout the UK and continental Europe.

We are seeking a personable, adaptable and organised GIS professional with an eye for detail and a passion for problem solving. This position will suit a self-starter with individual initiative who is comfortable setting priorities and managing simultaneous tasks. We welcome innovative, creative individuals who want to apply their excellent data analysis and visualisation skills, working as part of a multi-disciplinary team and bringing their own ideas to help the Trust deliver its mission of healthy rivers for all.

KEY DUTIES AND RESPONSIBILITIES (and approximate proportion of time)

1. Data Coordination and Management (20%)

- 1.1 Develop and coordinate spatial databases for the Trust and, when it is set up, its trading subsidiary.
- 1.2 Be responsible for holding and maintaining datasets for the Trust, its partnerships and trading arm, including data assurance and quality control.
- 1.3 Be responsible for the management of all data and software licences.

2. Spatial Analysis and Data Presentation to Support Environmental Decisions (70%)

- 2.1 Work closely with colleagues to identify opportunities for spatial data analyses bringing innovative approaches which will enhance the understanding of environmental issues and their solutions.
- 2.2 Process and analyse data from a variety of sources (e.g. open source, government, citizen science) to support evidence-based decision making and inform catchment management priorities, e.g. targeting measures to improve water quality, water resources, habitat restoration and natural flood management.
- 2.3 Support staff and the Trust's Catchment Partnerships in spatial data analysis and presentation.
- 2.4 Support staff in stakeholder and partner workshops to collect, collate, present, analyse and refine environmental information to facilitate decision making.
- 2.5 Support the Trust to take a Natural Capital approach, supporting the creation of decision-making tools and evidence, such as risk and opportunity maps for water resources, biodiversity and other ecosystem functions.
- 2.6 Be responsible for effective presentation and communication of spatial data and facilitate its interpretation, including high quality visual outputs to support stakeholder engagement and decision making.

3. Project and GIS Function Development (10%)

- 3.1 Contribute to the development of projects and funding applications.
 - 3.2 Support colleagues in the development of their own GIS and data management capabilities.
 - 3.3 Attend relevant training, workshops, meetings and conferences on behalf of the Trust to share knowledge and best practice in GIS and data management.
 - 3.4 Lead on development of GIS capabilities and opportunities for the Trust and its trading arm.
-

PERSON SPECIFICATION

Please keep this person specification in mind, together with the Trust's core values when completing your application. Knowledge, experience, skills and aptitudes will be assessed through the application process and at interview.

Requirements	Essential	Desirable
1. Knowledge, Understanding & Experience		
1. At least degree level qualification in a relevant field, e.g. GIS, Geography, Environmental Science or equivalent professional work experience	X	
2. Higher degree involving GIS or at least two year's work experience in GIS		X
3. A good level of knowledge and understanding of environmental datasets relevant to catchment management	X	
4. A good understanding of catchment management, hydrology or environmental management		X
5. A good understanding of natural capital and ecosystem services, including multiple benefits, value, risk and uncertainties		X
6. Competent in processing remotely sensed datasets for GIS analysis	X	
7. Experience of running spatial models in GIS, e.g. SCIMAP		X
8. Experience of using computer programming languages, e.g. Python, R, including for data processing or visualisation.		X
9. Experience of working in partnership with a range of organisations and sectors to achieve common goals		X
10. Experience of open source reporting apps, e.g. Survey123		X
11. Track record of successfully delivering projects and satisfying funders' requirements		X
12. Track record of successful funding applications		X
2. Skills, Abilities and Personal Attributes		
13. Advanced desktop and online GIS skills (preferably ESRI & QGIS)	X	
14. Ability to overcome technical GIS problems using own initiative and online resources.	X	
15. A keen interest in the environment	X	
16. Excellent IT skills, including MS Office	X	
17. Strong analytic skills in reviewing and synthesising data and evidence	X	
18. Skilled in clearly presenting spatial data to a variety of audiences	X	
19. Excellent data management skills including relational databases	X	
20. Excellent organisational skills and able to work to tight deadlines	X	
21. Proven ability to work in a team with a range of partners	X	
22. Excellent communication skills for both internal and external audiences	X	
23. Genuine enthusiasm, upbeat and passionate	X	
24. A self-starter and able to work to a common goal unsupervised	X	
25. Willingness to learn and turn hand to whatever is required	X	
3. Miscellaneous		
26. Commitment to equality of opportunity	X	
27. Full driving licence	X	
28. Ability to work occasional evenings and weekends if required	X	
29. Willingness to travel within the UK and abroad	X	



CONDITIONS OF SERVICE

Salary: c.£26-32k commensurate with experience.

Contract period: The position is full time, five days a week, on a two-year fixed-term contract with expected extension subject to performance and funding. The appointment will be subject to a six-month probationary period, with no holiday taken in the first three months unless in exceptional circumstances and by prior arrangement.

Termination of employment: The period of notice to terminate by the employee will be three months (one month during the probationary period).

Driving licence and vehicle: A full driving licence and access to your own transport is required.

Pension: SERT operates a contributory pension scheme through the Rivers Trust and will pay 7% of salary subject to a 4% employee contribution. Both employer and employee contributions will increase by 1% in 2020 and in 2021.

Hours of work: The basic working week is 40 hours. Some evening or weekend work will occasionally be required for which time off in lieu can be taken. No overtime will be paid.

Annual Leave: Annual leave entitlement is 25 days plus public holidays.

APPLICATION PROCESS

Please email a CV (two pages max.) and a covering letter (two pages max.) focussing on your relevant experience, knowledge and skills and what you will bring to the role and to the SERT, to jobs@southeastriverstrust.org. Please also indicate which position you are applying for and your salary expectation.

The deadline for applications is 4 pm on Wednesday 25th September 2019, with interviews taking place on Friday 11th October 2019. Please get in touch if you are unable to make this date.

APPLICANT PRIVACY POLICY

When submitting your application to us, it is important you are aware of what will happen to your personal data after the position is filled. Please download and read our Applicant Privacy Notice from the website.