

Role Profile: Project Officer – River Enhancement

£28,500

Full time, fixed term role to 31st March 2027. Potential to become permanent.

Could you help deliver River Enhancements in the River Aire and its tributaries? We are looking for an enthusiastic, proactive and approachable person to join our team. This is a hands-on role for someone who thrives on connecting with people, building community relationships, and inspiring environmental action.

Job Purpose:

The Project Officer will be responsible for supporting the Project Manager, and the successful delivery of projects related to the improvement of the river, infrastructure, and natural flood management. Currently this sits under two programmes of work:

- Better Becks – A project to improve the habitat, fish passage and water quality along becks predominantly in the Middle Aire.
- Great Yorkshire Rivers – a partnership project led by Yorkshire Water looking to remove barriers to fish passage within Yorkshire.

Both projects are funded by partners; the Environment Agency, West Yorkshire Combined Authority and Yorkshire Water; and involve working with multiple other partners including the Wild Trout Trust, City of Bradford Metropolitan District Council and local landowners.

The role involves supporting the project manager to develop and deliver capital works including natural flood management, habitat creation, fish passage and in channel improvements such as adding woody material to becks. A key part of this role will be reviewing our potential list of interventions identified under walkover surveys and building relationships with landowners to create a future pipeline of projects.

This role provides an exciting opportunity for someone with a passion for our rivers and who wants to make a difference out on the ground. The successful candidate will need practical experience of delivering conservation work and an understanding of watery habitats. An understanding of project management processes and the legal framework and permissions needed to work in rivers would be beneficial.

This role provides an opportunity to deliver some practical work with our inhouse team, but is mainly focused on planning works, landowner engagement, project reporting and project management. We can support the successful candidate to build project management skills.

Key Responsibilities

Project Management

- Support the capital delivery of works relating to the Better Becks and Great Yorkshire Rivers Projects, including fish passage/weir removals, in-channel restoration, wetland reconnection and improvements, and NFM.
- Monitor progress against agreed outcomes and ensure project goals are met.
- Assist the Project Manager in tracking project budgets and forecasts, ensuring financial controls are adhered to.

Key Stakeholder Liaison

- Serve as a point of contact alongside the Project Manager for our key partners in these projects including the Environment Agency, West Yorkshire Combined Authority, Bradford Metropolitan District Council and Yorkshire Water.
- Build and maintain strong relationships with landowners, stakeholders, and external partners.

Planning and Environmental Management

- Assist in planning permission processes including Biodiversity Net Gain (BNG) and environmental permitting and consenting, ensuring projects meet regulatory and environmental requirements.
- Support the implementation of Natural Flood Management (NFM) activities and work with the wider staff team on inhouse delivery.
- Utilise knowledge of geology and environmental sciences or draw support from other organisations and experts to guide the technical aspects of projects, particularly in relation to weirs and NFM.

Financial sustainability

- Ensure that projects are value for money and follow procurement processes.

Data Handling and Reporting

- Collect, analyse, and manage project data to ensure accurate reporting.
- Help prepare reports for stakeholders, ensuring that all information is presented clearly and accurately, and that any issues or risks are communicated.
- Ensure that data is handled in compliance with all relevant regulations.

Contractor Management

- Assist with the procurement and management of contractors, adhering to all relevant legislation including Construction and Design Management (CDM, 2015), and health and safety.

Skills & Qualifications:

Essential

- Proven experience in environmental conservation ideally within water-based infrastructure, or natural flood management.
- Practical experience of delivering conservation works.
- The ability to report on projects using up to date data.
- Experience in contractor management and dealing with external stakeholders.
- Excellent communication skills, including the ability to interact with landowners and project partners.
- A willingness to learn and proactively seek out new knowledge and skills.

Desirable

- Knowledge and experience of managing weirs, related engineering and geological work.
- Experience in planning permission and permitting processes for river restoration including biodiversity net gain (BNG).
- Degree or equivalent qualification in a relevant field (e.g., Environmental Science, Engineering, Geology, Project Management).
- Knowledge of the Aire Catchment, the challenges it faces and the associated technical aspects of river management.
- Certificates of competence in machinery e.g. chainsaws.
- Experience of project management.

Personal Attributes

- Proactive and solution-focused.
- Strong leadership and interpersonal skills.
- Ability to manage competing priorities and own time accordingly.
- Excellent problem-solving ability.
- Collaborative approach, working effectively with a wide range of stakeholders.



Working for us

- **Hours:** 37 hours a week, with occasional evening or weekend work required for events or community engagement activities. We do not pay overtime and so any out of hours working will be compensated by Time off in Lieu.
- **Travel:** Some travel within the Aire catchment area for meetings and stakeholder engagement. You will need your own car and a full driving licence.
- **Location:** The role will be based at our offices in Greengates, Bradford
- **Benefits**
 - 25 days annual leave, plus bank holidays with increases linked to length of service
 - Nest Pension Scheme
 - Hybrid working
 - At the discretion of the Trustees an enhanced sick pay offer:
 - After your probationary period, 20 days full pay and 20 days half pay
 - After one year of service, 40 days full pay and 40 days half pay

About us

The Aire Rivers Trust is a small charity of dedicated and friendly people who want to improve our River Aire and its catchment. We are part of [a national network of Rivers Trusts](#), each of which works to improve their river for people, wildlife and the environment. We believe in connecting people, places and nature.

Our vision for the River Aire is that it will be a thriving river valued for its environmental, social and economic benefits, and which is actively appreciated by the community for its diverse ecology and contribution to flood risk management.

The work we do is both special and very varied. A typical week can include anything from building fish passes to supporting local volunteers, clearing litter from the riverbanks or working with schools to educate future generations about the importance of looking after their river.