

JOB FAMILIES ~ Technical
Job Title: Principal Tree Officer
Level descriptor – Level 9

<p>Role purpose: Required to have significant post qualification experience in delivering specific work streams, provide technical advice and guidance to others (including other professionals) involved in Natural Environment service delivery specifically the arboricultural service and be responsible for managing resources within a team (budget and people); and deputising for the Service Manager as required.</p>	
<p>Typical activities</p>	<p>Knowledge, skills & experience</p>
<p>To manage a team to ensure service delivery of the arboricultural business plan to promote conservation and enhancement of the resources.</p> <p>Devise a programme of inspection and maintenance to ensure safety of trees owned by the Council ensuring a low risk of harm to public and property. Compile the Tree risk Management Plan.</p> <p>Advise colleagues and the public in tree and hedgerow legislation to ensure compliance and on occasion carry out enforcement action as necessary.</p> <p>Devise service improvements for the arboricultural service to improve efficiency and ensure value for money.</p> <p>Ensure consistency in responses on tree planning issues and advise on the most complex cases.</p> <p>Devise a programme of arboricultural projects relevant to the needs of the community.</p> <p>Review the use of contractors and their performance in undertaking tree surgery within the Parks and Street Scene contract.</p> <p>Provide support for the Service Manager in delivering the objectives of the service area and to deputise when necessary including attending meetings with internal and external colleagues.</p> <p>Provide support and advice to identified community groups and businesses on arboricultural matters to enhance the natural environment.</p>	<p>An Honours Degree in Arboriculture or other relevant subject or in exceptional cases significant experience to give an in-depth level of knowledge necessary to undertake the most complex work.</p> <p>Significant experience of managing the physical resources in the natural environment.</p> <p>A comprehensive knowledge of legislation and professional codes of practice for the tree service.</p> <p>Experience of managing people and budgets</p> <p>Ability to collect and collate evidence and present information to others as the acknowledged subject expert.</p> <p>Ability to manage/organise own work and that of colleagues to meet agreed deadlines</p> <p>Understanding of financial constraints and monitoring budgets</p> <p>Understanding and recognition of professional boundaries</p> <p>Understanding of wider issues relating to the Natural Environment, public rights of way and Area working.</p> <p>Experience of applying technical standards, safe working practices and legislation for arboricultural work.</p>

<p>Undertake management of others and support their professional development including mentoring and support of designated staff, enhancing and developing competencies, disseminating research and best practice findings to improve the performance of the team</p> <p>Communicate effectively with regional partners, colleagues and businesses, both verbally and in writing through the appropriate use of case notes and other record keeping within information sharing protocols and record keeping policies.</p>	
<p>Performance measures</p>	<p>Competencies</p>
<p>Quantifiable objectives</p> <p>Adherence to tree risk management plan timetable Performance of the team and contractors Compliance with the tree protection legislative timeframes</p> <p>Key Performance Indicators (where available) Line manager assessment</p> <p>360 feedback from staff and colleagues</p>	<p><u>Team Working</u> ~ Assist team members through mentoring and longer term assistance, encourage and empower others, role model for others</p> <p><u>Service user/ outcome focused</u> ~ set challenging goals for self and others and identify opportunities and barriers and deal with them to achieve service delivery</p> <p><u>Problem solving & judgment</u> ~ facilitate others to solve problems, break down complex issues into manageable parts and think through the implications of decisions</p> <p><u>Planning & Organising</u> ~ Prioritise and organise work for self and others, make plans to meet the longer term requirements of the service</p> <p><u>Business Awareness</u> ~ Understand the contribution the role makes to the service and organisation as a whole, think outside own area to appreciate the aims of other services.</p> <p><u>Leadership Standards</u> ~ demonstrate the behaviours set out in the council's leadership standards.</p>

Equality and Diversity

We expect all employees to act professionally and to treat colleagues and the public with dignity and respect. This means setting a strong personal example of good equality and diversity practice at all times and ensuring they are sensitive to the needs and views of others and reflect this in the way they behave. Managers have additional responsibilities of managing others effectively by recognising and valuing each team member as an individual and always challenging inappropriate language and behaviour.

Health and Safety

We all have a responsibility to work within health and safety legislation, associated codes of practice, North Somerset Council's policies and procedures and our local safe systems of work and emergency arrangements.

Continuous Development

Our jobs and the way we do things evolve over time and we need to keep abreast of new technologies, legislation and methodologies for our own subject areas. We are responsible for reviewing and developing our own professional practice.