



## Job Description

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### Senior Project Manager (Wetland Cities Advisor)

**Grade:** 10

**Directorate:** Major Projects

**Location:** Slimbridge (Hybrid)

**Reporting to:** Wetlands Where You Live Programme Lead

**Main function of post:**

'Wetland Cities' is a transformative five-year programme designed to establish Ramsar Wetland Cities in the UK.

This exciting programme of work will develop and establish varied and exemplar urban wetlands, from supporting local wetland projects as part of deep-rooted community partnerships through to facilitating the inclusion of nature rich wetlands as part of major urban renewal projects, and restoration of existing degrading and impacted wetlands.

This role will lead WWT's technical advisory work, working with developers and planners to embed wetlands in projects across Bristol and help establish the roadmap for Bristol to achieve Ramsar Wetland City status.

**Supervisory responsibilities:**

None during the initial 12-month mobilisation phase, but the role will grow to include up to three line reports as the project scales.

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### Responsibilities of the post

1. To lead WWT's engagement with developers and delivery partners across Bristol to help Bristol meet the criteria for Ramsar wetland city status.
2. To conduct audits and opportunity mapping to identify priority wetland projects that will deliver greatest impact, with a priority on supporting underserved communities in the city.

3. To provide technical advice to partners including developers, Bristol City Council, WECA, and Natural England supporting the implementation of urban wetlands on multiple large scale projects in Bristol.
4. To produce guidance and decision-support tools for planners and partners.
5. To ensure all advisory outputs meet WWT's evidence and quality standards, working with colleagues in other departments from across WWT and utilising existing WWT guides and frameworks.
6. To support design of monitoring frameworks for environmental and social outcomes.
7. To collaborate with WWT colleagues in design, community engagement, wetland evidence and planning.
8. To contribute to joint communications with our partner Aviva, showcasing early impact.
9. To capture lessons learned to inform replication in future cities.
10. To take responsibility for budgeting and managing project resources, including signing off on project expenditure within approved limits (and escalating where necessary).
11. To support exchange of experience and ongoing professional development, and to provide support and advice to other projects and teams whenever possible.
12. To develop and execute with relevant support an efficient internal project communication strategy
13. To ensure that health, safety and wellbeing of everyone in your teams is an integral part of how they work, creating a safe environment for staff, volunteers and visitors by implementing WWT's health and safety policies and guidelines.
14. To be responsible for ensuring that projects and project teams engage with the WWT Sustainability Statement being aware of negative environmental impacts and incorporating sustainable ways of working.
15. To ensure that your teams engage and interact with our visitors and supporters in a positive way, shaping unforgettable experiences and helping them understand and connect to wetlands.
16. To ensure that everyone in your teams adheres to WWT's Data Protection policy and GDPR standards as an integral part of how they work.

In addition to the duties and responsibilities listed, the post holder is required to perform any other reasonable duties that may be assigned by the supervisor shown above, from time to time.

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**Date raised:** March 2026

**Amended:**

# Person Specification

## 1. Qualifications

### **Essential:**

- Degree in ecology, hydrology, environmental management or related discipline.

### **Desirable:**

- Professional registration (e.g., CEnv, CIEEM, CIWEM).

## 2. Experience

### **Essential:**

- Significant proven track record providing technical advice on wetlands or nature-based solutions.
- Knowledge of UK planning system
- Experience influencing policy or planning decisions.
- Strong analytical and evidence synthesis skills.
- Demonstrable experience of implementing effective governance arrangements to ensure timely decision making, effective risk management, and compliance with organisational policies

### **Desirable:**

- Familiarity with BNG, LNRS, NFM and urban regeneration contexts.

## 3. Managerial & Supervisory

### **Essential:**

- Ability to work effectively with others, engaging multi-functional and cross-directorate teams in project delivery

### **Desirable**

- Ability to lead, manage and motivate a team

Type of team member	Number managed (No. of direct reports)	Number supervised
Employed staff	0	Up to 5 matrix working
Volunteers	0	0
Casual Workers	0	0

## 4. Responsibility

### **Essential:**

- Ability to manage complex advisory tasks and deliver high-quality outputs.
- Ensure compliance with WWT standards and safeguarding requirements.
- Maintain confidentiality and integrity in partnership work.

### **Levels of Responsibility:**

Type of Responsibility	Level (£'s)
Budget Responsibility	Up to £50,000
Income	n/a
Project Size (normally managed)	Large
Assets (required for job, exc. buildings)	n/a
Visitors (number per annum)	N/A

## 5. Creative Ability

### **Essential:**

- Ability to translate technical evidence into practical guidance.
- Innovative approach to problem-solving in urban contexts.

### **Desirable:**

- Experience developing new tools or frameworks for decision-making.

## 6. Contact

### **Essential:**

- Excellent written and verbal communication skills.
- Ability to influence senior stakeholders and build trust.
- Strong team player with collaborative mindset.

### **Desirable:**

- Proven experience in networking, partnership building and relationship management
- Experience delivering training or workshops for external partners.

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## General Notes

This position will from time to time require work during some evenings, weekends and public holidays to meet the needs of the post.