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Land Use Officer Candidate Information Pack

Position: Land Use Officer

Closing date: Midday Monday 17th February 2020

Interviews: Tuesday 3rd March 2020

This Candidate Information Pack includes:

- Background information about CPRE and the vacancy
- Outline terms and conditions of employment
- Job and person specification (separate document)
- Application form (separate document)

After reviewing this information, if you have any questions about the role or would like to discuss it further, please contact:

Name: Matt Thomson
Email: MattT@cpre.org.uk
Direct line: 020 7981 2864

If you would like to apply for this post, please return your completed application form to jobs@cpre.org.uk by the closing date given above.

Please note that CVs will not be accepted. If you are shortlisted then we are likely to contact you by telephone no later than Monday 24th February.

Regretfully, we will be unable to contact candidates who have not been shortlisted for interview. If you do not hear from us within two weeks of the closing date, please assume that your application has been unsuccessful. If that is the case, then we appreciate the effort you have made applying for this role.

Thank you for your interest in working for CPRE, the countryside charity.

Jenny Bulman, Operational Effectiveness Manager



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About CPRE, the countryside charity

CPRE is the countryside charity that campaigns to promote, enhance and protect the countryside for everyone's benefit, wherever they live.

With a local CPRE in every county, we work with communities, businesses and government to find positive and lasting ways to help the countryside thrive - today and for generations to come.

What we do

We connect people with the countryside so that everyone can benefit from and value it.

We promote rural life to ensure the countryside and its communities can thrive.

We empower communities to improve and protect their local environment.

Through all our work we look at the role of our countryside in tackling the **climate emergency**, including seeking ways to increase resilience and reduce impact.

Our vision (what we want to achieve):

A beautiful and thriving countryside that enriches all our lives.

Our mission (what we need to do to achieve our vision):

To promote, enhance and protect a thriving countryside for everyone's benefit.

Our values:

Open:	We are inclusive and respectful of everybody, no matter who they are or where they live. Our countryside is for everyone and so are we.
Connected:	We value lasting and effective relationships. We invite and encourage collaboration to find what is best for the countryside we love.
Trusted:	We use evidence, knowledge and experience to influence positive change. Others believe what we say because they know we can back it up.
Inspirational:	We bring ambition and determination to everything we do. We channel our passion to motivate others and encourage them to act.



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About the role

We're looking for someone with a passion for the countryside and a strong commitment to its roles in addressing the climate emergency, providing a home for nature and supporting our physical and mental well-being.

The role sits within the land use & planning team, tasked with developing innovative policy solutions for a more strategic approach to land use. This is an established and valued team comprising three experienced planning professionals and a very capable all-round campaigns and policy assistant, in addition to the advertised role. The team works closely with the rural economy and communities team, and the role itself can provide a crucial link between the environmental focuses of both teams, and partner organisations such as Wildlife and Countryside Link and the Green Alliance.

The team has a reputation for establishing reliable evidence, often working with consultants and academics, to support both national and local campaigns. We use the outcomes of our research to lobby at the national level for the solutions we have identified, sometimes collaboratively with other campaigners and NGOs in the housing, environmental and heritage sectors, and to support county CPRE groups and others in their campaigns at the local level.

The post-holder would have lead responsibility for our work on gathering environmental data – known as our 'Planning Insight' research. This relates especially to the use and development of land, including brownfield sites and development in the Green Belt, and crafting from that data compelling narratives about how efficiently society is using the finite, but increasingly important, resource of land.

You will have experience of research and policy formulation combined with a strong awareness of strategies for influencing decision-makers at all levels. A critical thinker who is not afraid to speak up, your analytical skills will be critical to the work of the whole organisation. An understanding of development issues or town and country planning (or a related discipline) would be an advantage, but is not essential. For more details see the job and person specification.

In return, we hope to provide you with a stimulating and rewarding working environment, with opportunities to develop your career in environmental research, policy and campaigning, and the potential to make a real difference.

Additional Information

Videos:

[What a year it's been for the countryside \(2019\)](#)

[We are CPRE, the countryside charity](#)

[CPRE's Killer Stats](#)

Key publications:

[Space to Breathe](#) – Our 2019 report showing how Green Belts provide valuable 'countryside next door' to where 30 million people live, but are being squandered for housing that fails to meet local needs and unnecessarily exacerbates the climate emergency.*



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[State of Brownfield 2019](#) – This report shows that there are still enough suitable brownfield sites available in England for more than 1 million homes, and that more sites are being found as quickly as existing ones are being developed.*

[Viable Villages](#) – For decades, England hasn't built enough genuinely affordable homes in rural or urban areas. Our report shows how developers are exploiting a loophole to avoid building affordable homes.*

* These reports were written or co-authored by the previous post-holder.

Further reading:

[Our strategic plan: a summary](#) – Our 2020-26 strategy is our six-year plan to enhance promote and protect the countryside, including the communities within it.

[Our year: a review of 2018-19](#) – Our annual review celebrates the stories and successes of a year in the life of CPRE, the countryside charity.



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Working for CPRE

Salary

The starting salary will be between £25,000 and circa £28,500. Please note that our salaries are externally benchmarked, although we do take into account the level of skills, experience and ability the successful candidate brings.

The pay structure is reviewed regularly to ensure that it remains market competitive.

Hours of work

35 hours per week. Normal office hours are 9am to 5pm with one hour (unpaid) for lunch every day. Around the core hours of 10am to 4.30pm staff can flex their start and finish times. Occasional evening and weekend work is required, time off in lieu is provided and, dependent on role, there may be travel around England.

Place of work

Normal place of work is CPRE's National Office, 5-11 Lavington Street, SE1 0NZ.

Working culture

CPRE has an inclusive and friendly working culture.

We involve staff in setting the operational plan and have a weekly all-staff meeting where information is shared. Staff are set annual objectives and have a performance review each year with joint feedback with their manager on their achievements and performance in the role.

There is an all staff tea break every Wednesday afternoon with staff taking turns to bring in snacks and cakes.

Holidays

25 days per calendar year, increasing by one day per full year of service up to a maximum of 30 days. Paid leave is also given for public holidays and three 'privilege' days, which are normally taken between Christmas and New Year.

Probation

The post will be subject to a six month probationary period. Probationary periods may be extended if further time is required.

Pension

CPRE offers a group personal pension policy with Aviva. CPRE will contribute to this policy monthly at a rate of seven per cent of current salary. CPRE will start making contributions from the beginning of the third month immediately following the start date. Staff members make a personal monthly contribution of a minimum of one per cent of salary. This percentage contribution may increase in the future.

Life assurance

CPRE has an employee life assurance policy, which covers all staff during their employment with CPRE. The policy covers four times annual salary in the event of death in service.

Employee assistance

CPRE subscribes to an employee assistance programme. Staff can access a free 24 hour confidential telephone counselling and advisory service. The service also provides confidential face-to-face counselling.



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Notice

During the probationary period, one weeks' notice of termination of employment is required from employer or employee. After satisfactory completion of your probationary period, four weeks' notice of termination of employment is required from employer or employee.

Flexible working

We have a flexible working policy with a number of staff working flexibly. Where flexible working requests are agreed by line managers, staff are able to alter their working hours or work from home on agreed days.
