

Agroforestry & Tree Nursery Project Manager

Job Description

Hours:	Full time (37.5 hours) a week. <i>You must be able to work some weekends and some evenings.</i>
Length of Contract:	Until 31st March 2022.
Salary:	£27, 787.5 per annum (gross) for a 37.5 hour working week.
Location:	Glazebury, Warrington.
Closing date:	5 pm on Thursday 7th January 2021.
Interview date:	Thursday 14th January 2021.
Preferred Start Date:	As soon as possible.

Responsible to:	The Kindling Directors on behalf of Fairfield Environment Trust.
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Background

The Kindling Trust works to create a fairer, more sustainable society, starting with the food system. Working alongside communities, farmers, policy makers and activists, we aim to create radical social change, addressing problems at their root cause.

Over the last 13 years The Kindling Trust have established and run a series of practical projects in Manchester and Stockport, to engage people in sustainable food and farming. These include the first FarmStart training programme in the UK; Land Army Volunteering; and Woodbank Community Food Hub where we run our Grow, Cook, Eat well being programme and a range of community events and activities.

We are now looking to scale up this work and the next stage of our development is to establish an agroforestry farm on 100 acres close to Manchester. We are still in the process of securing that site, but excitingly we have been awarded funding to start the agroforestry element - and much more! Funded by the Green Recovery Challenge Fund we are establishing a pioneering tree nursery of heritage varieties of fruit trees for the Northwest at our new site in Glazebury and to improve and create new habitats to increase biodiversity levels at the site and in the surrounding areas.

Over the next 15 months the Agroforestry and Tree Nursery Project Manager will plan, establish and maintain The Heritage Tree Nursery and all the biodiversity and habitat work on site and plan the planting of the trees created. Including:

- Establishing a tree nursery for 6000 heritage trees
- Working with groups of volunteers to create 9000 climate resilient fruit and nut trees through grafting and other methods.
- Creating and enhancing habitats on 21 acres of farmland, including pond improvement work, yearlong habitats for protected birds, and connecting fragmented habitats locally
- Organising and supporting others to plant out trees in other areas
- Providing numerous immediate and long term training opportunities

Role:

To coordinate the biodiversity improvements to the 21 acre site; to establish, develop and manage the tree nursery; and to organise, plan and manage the planting of the trees (both on site and more widely), lead on the monitoring and evaluation of the impact and outcomes. To work with the Volunteer co-ordinator and Community Engagement worker to engage a wide range of people in this work where possible and appropriate.

Job Description:**Main Duties:****A. Co-ordination and development of Biodiversity improvements at Glazebury.**

- Develop site and project management and maintenance plans.
- Get further advice from experts identified.
- Liaise with the landlord - e.g. re previous habitat improvement work at the site.
- Order any materials needed.
- Co-ordinate work using outside contractors.
- Carryout any in house work.

B. Establishing and maintaining the Heritage Tree Nursery.

- Co-ordinate and put in place any infrastructure work needed.
- Order any materials needed.
- Source and order rootstock and scions/buds.
- Make the site useable and welcoming for tree grafting workshops and other volunteer activities
- In coordination with the Volunteer Co-ordinator organise the practicalities and logistics for the grafting workshops.

C. Tree planting

- Work with the Volunteer Co-ordinator to plan, organise and support the planting of 6000 of the trees out in communities across Greater Manchester.
- Work with the Kindling team to plan the transfer of the 6000 tree nursery to Kindling Farm and the establishment of the agroforestry system.

D. Health and Safety

- Liaise with the Volunteer Coordinator and Community Engagement Worker to maintain the security of the site and the safety of all those who use it.
- Ensure all participants and volunteers are provided with Health and Safety information relevant to the site.
- Carry out risk assessments for all activities taking place at the site.

E. Oversee monitoring and evaluation of the project

- Liaise with advisors and consultants about monitoring of environmental impacts.
- Collect and record data needed.
- Responsibility for compiling data and reporting to the board.

F. Administration:

- Monitor and update all policies and procedures relevant to the project.
- Report to relevant funders.
- Write up events for Kindling latest news.

F. Finances

- Manage the project's budget with our Volunteer Co-ordinator, Community Engagement Worker and Kindling's Finance Co-ordinator.
- Process project expenses.

E.**G. General responsibilities of this post**

- Report progress to Kindling Team meetings.
- Reflect Kindling's vision and principles, strategy and policies at all times.

- Be aware of and comply with all relevant policies and procedures.
- Fulfil such other duties and assignments as may be required from time to time.

Person Specification:	Essential:	Desirable:
Competence, Skills and Knowledge:		
Experience of project management, development and co-ordination:	☀	
Land management, conservation and/or farming experience:	☀	
Commercial growing and horticulture knowledge / skills:		☀
Practical skills and experience e.g. putting infrastructure in place, maintenance and repairs:	☀	
Knowledge of fruit and other trees:	☀	
Knowledge of Agroforestry:		☀
Skills and experience in practical tree work:		☀
Natural habitat improvement knowledge and experience:		☀
Skill and experience of running practical workshops with small groups:		☀
Excellent communication and interpersonal skills:	☀	
Experience and understanding of supporting volunteers:	☀	
Experience of working with local communities:		☀
Experience of and ability to work with people from a variety of backgrounds:		☀
Ability to prioritise tasks and good planning and organisational skills:	☀	
Good administration and IT skills:	☀	
Knowledge of the Glazebury and Warrington area and communities:		☀
Full clean UK driving licence:	☀	
Personal:		
Enjoys being outdoors in all weather conditions:	☀	
Savours physically challenging work:	☀	
Awareness and understanding of the challenges within the farming sector:	☀	
Enthusiasm and dedication to sustainable food issues & organic growing:	☀	
Ability to motivate, encourage and get the best out of individuals:	☀	
Flexibility to work in various work conditions:	☀	
Drive and enthusiasm to meet set objectives. A high degree of personal motivation and initiative, the ability to work under pressure, whilst working cooperatively in a team environment:	☀	
Be able to learn on the job, and respond to possibilities and potential opportunities:	☀	
Willingness and flexibility to undertake any relevant training required:	☀	