

Job Description

Green Spaces Specialist (Area Countryside Officer)

Reference: TN003

Date: May 2026

Job Family:	Transport and Neighbourhood Management/ Waste and Green Spaces Operations
Level:	2
Band:	7
Career Track:	Technical, Professional and Supervisory

Job Purpose

To be responsible for ensuring that the rights of way network within a defined geographical area of the County is open and available, well maintained and easy to use. To manage enquiries, reports and complaints relating to rights of way and access land within that area.

Service Purpose

The primary purpose of Neighborhood Services is to work with local communities and other key stakeholder organisations to improve the physical appearance and quality of life within our communities, making them cleaner, more sustainable, self-sufficient and safer places. Neighbourhood Services is part of the Place & Regeneration Directorate, which is responsible for economic growth, regeneration, housing and environment.

Neighbourhood Services are responsible for a number of key council services including waste and recycling, environmental enforcement, street cleansing and grounds maintenance, bereavement services, fleet services and countryside services. These are high profile services that make a significant contribution to the delivery of our corporate plan.

Duties and Responsibilities

Network Management, Maintenance & Improvement

- Assess, survey and monitor the condition of the rights of way and access land network using appropriate equipment and methodologies.
- Plan, specify and coordinate maintenance and improvement works, working closely with internal teams, contractors and volunteers.
- Undertake minor repairs, vegetation clearance, waymarking and removal of obstructions where required, including supporting field teams on practical projects.
- Contribute to the development and delivery of Rights of Way Improvement Plans and wider access enhancement initiatives.

Enforcement, Legal & Compliance

- Investigate and respond to representations, complaints and statutory notices relating to public rights of way and access land, ensuring compliance with legal timescales.

- Assert and apply legislation relating to public rights of way, including negotiation with landowners, farmers and stakeholders to resolve issues.
- Undertake and manage enforcement action, including serving notices and overseeing compliance where breaches occur.
- Represent the Council at court hearings and public inquiries relating to rights of way matters.

Planning, Orders & Technical Administration

- Prepare reports and documentation for public path orders, including submissions to committees and the Planning Inspectorate.
- Manage consultations, negotiations and statutory processes relating to public path orders, including site notices.
- Maintain accurate electronic and paper records relating to rights of way and access land.
- Provide specialist advice to planners and developers on the impact of development proposals on rights of way.

Stakeholder Engagement & Advice

- Provide advice and guidance on rights of way and access matters to the public, landowners, community groups, councillors and partner organisations.
- Liaise and negotiate with stakeholders, including user groups, utility companies and statutory bodies, to support access objectives.
- Encourage and support community and parish involvement in monitoring and maintaining local path networks.
- Represent the Council at meetings, forums and partnerships relating to countryside access and recreational routes, including national trails and regionally promoted routes.

Projects, Partnerships & Funding

- Develop, support and deliver countryside access projects, including securing external funding and grants.
- Work in partnership with external organisations to promote and enhance access opportunities across the network.
- Assist in the management of countryside sites where required.

Promotion, Events & Volunteering

- Promote the use and enjoyment of rights of way through presentations, events and promotional materials.
- Support the organisation and delivery of countryside events and activities, including income handling where applicable.
- Coordinate and supervise volunteers, placements and community contributors involved in access work.

Operational Support & Resources

- Investigate site-specific safety issues, including reports of dangerous animals.
- Maintain and account for equipment, tools, PPE and resources required for service delivery.
- Undertake general duties commensurate with the role as required.

Person Specification

Professional and Technical Requirements

Qualifications

- Level 6 Qualification to degree standard in a subject related to countryside management work

Knowledge, Skills and Experience

- Minimum of 3 years' experience in countryside management work, including countryside access and the management of visitor services.
- Good working knowledge of relevant legislation and guidance in relation to public rights of way, access to the countryside, environment and conservation.
- Possession of a full driving licence and able to meet the transport requirements of the post
- Thorough knowledge of Health & Safety legislation and experience of Risk Assessment
- Experience of enforcing the law in connection with breaches of public rights of way legislation, including the service of notices and the coordination and implementation of enforcement action.
- Experience of acting as a witness in court and in public enquires.
- Experience of working with volunteers and local community groups
- Experience of successful delivery of services and/or projects with diverse local communities and agencies
- Experience in dealing with enquiries from the press and public
- Experience of initiating and sustaining community involvement in countryside projects.

Core Competency Requirements

- **Communication:** Tailors communication to audience and context. Uses listening and questioning techniques to clarify complex issues and support team understanding.
- **Collaboration:** Coordinates with colleagues and partners to deliver shared goals and improve service outcomes.
- **Service Delivery:** Identifies and resolves service issues, improves processes, and ensures policy alignment. Promotes efficiency and avoids waste through practical improvements.
- **Decision-Making:** Uses evidence and judgement to resolve issues and improve delivery.
- **Digital & Data Literacy:** Interprets data to improve services. Applies knowledge of digital risks and ethical data use. Uses basic analytical techniques to support decision making.
- **Adaptability:** Adjusts approach responsively to evolving needs and priorities. Identifies opportunities for continuous improvement and supports others through change.
- **Problem-Solving:** Analyses problems and applies knowledge to develop practical solutions and suggest improvements.
- **Community & Customer Focus:** Engages with service users and customers to improve delivery, ensure accessibility, and reflect diverse needs.
- **Leadership:** Supervises day-to-day activity and supports team development. Coordinates tasks and resources to meet the needs of the service.

Strengths

- **Analytical:** You seek and analyse information to inform your decisions, based on the best available evidence.
- **Negotiator:** You support constructive discussion and enjoy getting all parties to reach an agreement.
- **Organiser:** You make plans and are well prepared. You seek to maximise time and productivity.
- **Responsible:** You take ownership for your decisions. You hold yourself accountable for what you have promised.
- **Resilient:** You have inner composure, recover quickly from setbacks and learn from them.

Desirable

- Additional training in countryside management related to Rights of Way and access matters.
- Training in other aspects of countryside management practice
- Local knowledge of working area