

Job Specification

Associate Director, Ecology Team Manager



Location

Warrington or Market Harborough with options for hybrid working

Contract

Full-time, Permanent. Part time will be considered

Number of Positions:

Two

Benefits include

Competitive Salary
Professional Subscriptions
Bespoke training package

Closing Date

Monday 30TH May 2022

About Us

The Environment Partnership (TEP) Ltd is an award-winning environmental consultancy supporting sustainable development and land management across the UK and Ireland.

Our core services are: Ecology, Planning, Environmental Assessment, Heritage, Landscape Design, Landscape Management, GIS and Arboriculture. We are ideally situated to deliver these services nationwide from our offices in Warrington, Gateshead, Market Harborough, London and Cornwall. We have seven Directors who run the company and over 145 professional and technical staff, who work on a wide range of exciting and challenging projects.

As an environmental consultancy, we have a responsibility to help shape the world around us through our work, to benefit communities now and in the future. TEP is passionate about creating quality places for the benefit of people, nature and business.

Our workplace is a friendly and caring environment. We are professional but not corporate, guided by our values of being Honest, Supportive, Passionate, Forward-looking and Enterprising

We are a well established, stable and close-knit team. Having achieved steady growth since our establishment in 1997 we now have over 45 in-house ecologists. TEP is a CIEEM Registered Practice demonstrating our commitment to high professional standards and delivery of the best outcomes for biodiversity.

We have a strong focus on continual development providing informal and structured training. We encourage staff to progress through the CIEEM membership levels and to obtain Chartered status. We encourage progression and support our team in developing leadership and management skills.

For more information on the type of work we do, visit: www.tep.uk.com/projects



To Apply

Please send your CV to recruitment@tep.uk.com

Please note that we will always acknowledge each application. If you have not received an email response within 3 working days, please contact Kate Goodban.

Following review of the applications, a short list of candidates will be contacted for interview.

We are only able to consider candidates already eligible to work in the UK.

If you would like to discuss the position, please do not hesitate to contact Kate Goodban and she will arrange for an appropriate manager to call you.

To keep up to date with news from TEP, follow us on our social media:

[in LinkedIn](#) [Twitter](#) [Facebook](#)

Kate Goodban

HR Advisor

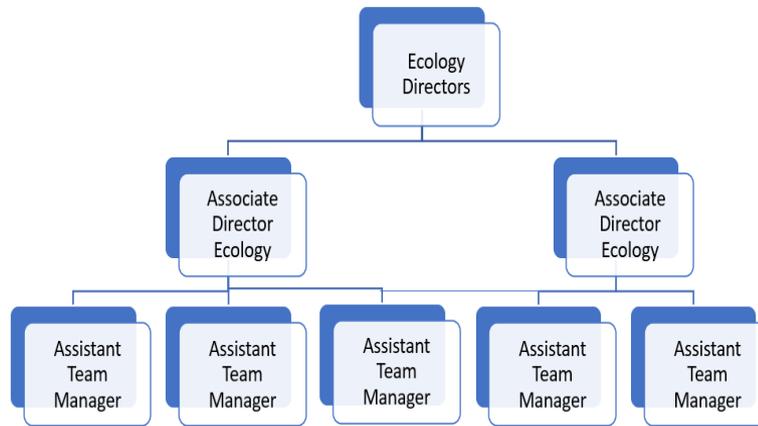
01925 844004

kategoodban@tep.uk.com



This is an exciting opportunity to join the management team within our well established and highly respected ecology team. We are looking to recruit for exceptional Associate Directors to head up our team which includes over 45 ecologists based in our five offices across the UK. Given the size of the team we are recruiting for two Associate Director positions who will work closely to deliver a national service in a cohesive and consistent manner across our national portfolio.

The diagram below demonstrates the leadership structure within the ecology team.



Whilst stepping back from a team manager position, our two current team managers will remain engaged in the delivery of our ecology service in their role as ecology directors.

Therefore, you can expect a thorough handover and ongoing support in understanding current working practices, our client base and interactions with other skill teams. You will also be supported by a team of assistant team managers who lead on the daily management of colleagues in respect of work allocation both in terms of capacity and capabilities. We also have business management support within the team to assist us in the administrative aspects of managing a large team.

Key aspects of the role include the following.

- Strategic Planning and Performance – Develop and deliver a two year business work and lead the team in maintaining growth and efficient operation.
- Operational Planning and Performance – Ensure processes, procedures and all work complies with statutory duties and oversee the work of the team to ensure successful delivery against agreed deliverables, budgets and performance indicators
- Financial Planning and Performance – Monitor and report against plans and targets, implement remedial action and tackle inefficiencies. You will be supported by our finance team.
- Investing in People – Develop and implement a talent develop programme ensuring continued professional development and ensure staff are sufficiently motivated, supported and trained. You will work closely with our various ecology skills groups.
- Representing TEP – Develop and implement a marketing strategy and effectively promote the services and image of TEP amongst clients, regulators, stakeholders, professional bodies and fellow consultants. You will be supported by our marketing manager.
- Risk Management – Report to the Directors any actual or potential significant infringements of company policy or incidents of liability.

Successful candidates will demonstrative their leadership and management skills area highly developed and having a proven ability to build trust and supportively manage and lead colleagues is essential. In addition to managing the team you will help expand our client base and deliver our services on a national basis. Therefore, experience and insight in business development is key.

In addition to prove leaders, successful candidates must also be highly experienced and technically excellent ecology professionals with a proven track record in delivering ecology advice on a range of complex development matters and strategic projects.

Qualifications
❖ Have a degree or equivalent in a relevant ecology discipline
❖ We are interested to hear from applicants who are either already or eligible for Full or Chartered membership of the Chartered Institute of Ecology and Environmental Management (CIEEM) or a Chartered Environmentalist.
Experience
❖ Can demonstrate experience of leading, supervising and mentoring a team of ecologists or an ecology service.
❖ Can demonstrate experience scoping, pricing and delivering ecologically complex, multidisciplinary schemes including producing a range of written assessments and inputting in to masterplanning design teams and producing ecology led solutions.
❖ Can demonstrate experience of project management with excellent analytical and problem-solving skills and financial control.
❖ Can demonstrate experience of developing and implementing a business plan is desirable but not essential.
❖ Can demonstrate experience of providing consistent, professional advice with an ability to communicate effectively with colleagues, clients, planners and consulting with regulators.
❖ Holding a protected species licence, and experience of designing and delivering licenced mitigation schemes is desirable but not essential.
Attributes
❖ Able to lead by example, upholding the ethos of TEP by managing with a supportive and honest approach to build confidence amongst colleagues within ecology and other skill teams.
❖ Visionary and innovative, applying critical thinking to question assumptions and established norms and practices.
❖ Excellent attention to detail, uphold high standards, demonstrate good judgement and delivery of work on time and within budget.
❖ Able to close out actions in an expedient manner and react to fast moving situation.
❖ Able to work independently and work collaboratively with other professionals ensuring that when challenging, this is done constructively, courteously and in a principled way.
❖ Value and support all members of staff without favour, celebrating and rewarding achievements of others.
❖ Hold a full driving licence and have access to a vehicle.