



## Role Description

<b>Role title:</b>	River Restoration Intern
<b>Location of role:</b>	River Nene Regional Park offices, The Business Exchange, Rockingham Road, Kettering, NN16 8JX
<b>Post holder reports to:</b>	River Restoration Advisor
<b>Timescale:</b>	Core work period April – September. Days of work flexible by arrangement

### Overall purpose of the role:

The River Restoration intern will be responsible for providing assistance for the delivery of the Resilient River project within the Nenescape Landscape Partnership Scheme (HLF funded); to restore the natural heritage of the River Nene in Northamptonshire and Cambridgeshire by improving the ecological status and functionality of back channels.

### Main duties:

- Input into the design of year 2 Resilient Rivers schemes, including permitting and consent stages.
- Provide support for the Resilient River Officer (RRO) with correspondence to landowners, tenants, statutory organisations and any other relevant parties involved with projects.
- Provide assistance to the RRO for Heritage Lottery claims and reporting.
- Commission pre-works surveys for year 1 Resilient River projects.
- Organise volunteer events.
- Assist in the delivery process of year1 Resilient River projects.

### Knowledge and experience

- Good IT skills including working with databases, spreadsheets, PowerPoint & Word. Experience with ArcGIS is not required but would be useful.
- Good organisational and communication skills (presentation and report writing) appropriate to a wide range of audiences.
- Understanding of UK river restoration/management.
- Full driving licence.

**Other duties:**

- Administer own work, files and records,
- Health & Safety: Observe RNRP policies at all times including the Health & Safety Policy, Risk Assessments for sites and activities, COSHH assessments and adherence to Safeguarding Children and Vulnerable Adults Policy and Volunteering Policy.
- Equal opportunities: To work at all times within the RNRP's Equal Opportunities Policy and to promote equal opportunities.
  
- Undertake any other duties, as appropriate to the role, as delegated by their line manager.

- An element of this role will include lifting and carrying heavy objects.
- The post will involve travel – the post holder will need to have access to a vehicle to be able to travel to a range of sites with little or no public transport for which some travel expenditure will be reimbursed
- The post may involve working some weekends, Bank Holidays and or occasional evening

We expect you to carry out your role responsibilities in an environmentally aware manner, ensuring as little damage to the environment as possible. Our aim is to ensure all resources are utilised effectively and efficiently. You will be expected to apply 'sound value for money' principles in undertaking purchasing or supply of goods and services.