

AGRICULTURE, COUNTRYSIDE & LAND MANAGEMENT SERVICES

PROJECT COORDINATOR (ASIAN HORNET STRATEGY)

EGI

JOB DESCRIPTION

JOB SUMMARY:

The Project Coordinator (Asian Hornet Strategy) will be jointly responsible for the implementation of the Asian Hornet Strategy (2019-2021). The aim of the strategy is to prevent the establishment of Asian hornets in Guernsey in order to minimize their risk to the public and to biodiversity. The post holder will also be jointly responsible for the implementation of an island wide programme of trapping queen Asian hornets in the spring and will be responsible for reviewing the strategy on an annual basis.

RELATIONSHIPS:

The post holder will work in close conjunction with the Field & Research Officer (Asian Hornet Strategy), as well as the Agriculture, Countryside & Land Management Services team (The Office of the Committee for the Environment & Infrastructure) of which they will be a part. The post holder will report to the Environment Services Officer and will be required to provide cover for the Field & Research Officer in the event of absence.

MAIN DUTIES AND RESPONSIBILITIES:

- Work together with Health & Social Care and the Health & Safety Executive, to define responsibilities in relation to the threat of Asian hornet in order to protect public health, through the development of best practice guidelines and dissemination of public health recommendations.
- Develop effective data capture and analysis methods, including the use of mapping software and mobile applications.
- Respond to queries from members of the public to identify reported pests, collate reports from members of the public and disseminate information to relevant parties.
- Implement and manage an island wide programme of spring trapping of Asian hornet queens.

- Coordinate the removal of Asian hornet nests. In particular, review and update risk assessments in relation to the destruction and removal of Asian hornet nests, and ensure they are complied with.
- Develop the capacity of local tree surgeons and pest controllers to treat and remove Asian hornet nests, by providing advice and training.
- Develop and maintain effective methods of communication and data sharing, with relevant service areas, the third sector, key stakeholders and other jurisdictions.
- Promote campaigns such as ‘Spring Queening’ (spring trapping of queen hornets) and ‘Track Don’t Trample’ (encouraging members of the public to report the direction of flight of hornets), as well as other initiatives through a variety of media, including social media. Draft and issue media releases and respond to media enquiries, including radio and television, often at short notice.
- Monitor emerging research on Asian hornet ecology and management and develop links with universities to encourage research into Asian hornets on island.
- Additional relevant duties to support the ACLMS team.

KEY CRITERIA:

ESSENTIAL

1. Experience in using mapping software such as ArcGIS, to record and analyse data with spatial references.
2. Self-motivated to work under minimal supervision using own initiative, but also the ability to work as part of a team.
3. Experience and confidence in carrying out media interviews, both live and recorded.
4. A degree in an ecological science or related discipline.
5. Experience in the effective promotion of initiatives, for example a campaign or event.
6. Experience of implementing Health & Safety procedures and writing and/or following risk assessments.
7. Ability to demonstrate effective communication skills, both written and oral, to a diverse range of people or groups.
8. Valid Driving licence.

DESIRABLE

9. A relevant post graduate qualification in ecology or a related discipline.
10. A keen interest in entomology and/or apiculture.
11. NPTC Level 2 Award in the Safe Use of Pesticides – Foundation Unit PA1, or a willingness to work towards attaining it (two day course).

KEY COMPETENCIES:

LEADERSHIP

- Conduct regular reviews of what and who is needed to make a project/activity successful and make ongoing improvements.
- Examine complex information and obtain further information to make accurate decisions.
- Speak with the relevant people in order to obtain the most accurate information and get advice when unsure of how to proceed.

TEAMWORK

- Proactively seek information, resources and support from others outside own immediate team in order to help achieve results.
- Readily identify opportunities to share knowledge, information and learning and make progress by working with colleagues.
- Change ways of working to facilitate collaboration for the benefit of the team's work.

ACCOUNTABILITY

- Check own and team performance against outcomes, make improvement suggestions of take corrective action when problems are identified.
- Identify common problems or weaknesses in policy or procedures that affect service and escalate these.
- Understand that all actions have a cost and choose the most effective way to do something in a resource efficient way.