



## Catchment Officer

**Reports to:** Senior Catchment Officer

**Responsible for:** Volunteers and contractors

**Location:** Hybrid work at home and in the office based in Leatherhead with travel across the South East, particularly Kent and East Sussex. Minimum twice monthly office attendance in addition to site visits and attendance at external meetings.

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### The role

The Catchment Officer role is at the heart of what we do at the South East Rivers Trust (SERT). Catchment Officers bring together groups of stakeholders and members of the community to take a catchment-based approach in understanding their local river, identifying issues that are impacting rivers and catchments, and working together to find and implement solutions that will improve the health of the water environment.

There are three main components to the role: (i) identifying, developing, funding and delivering river and catchment enhancement, research and citizen science projects, in collaboration with the wider SERT team (ii) coordinating and leading Catchment Partnerships; and (iii) actively collaborating with colleagues to support SERTs mission and values. Catchment Officers will also be responsible managing and mentoring junior members of the team.

In this role, you'll act as a catchment sleuth and co-ordinator, gathering data, uncovering issues, meeting communities, and creating momentum to deliver real improvements to the water environment. Working in the Water, Land & Catchments Team, you'll develop and deliver an ambitious programme of projects focused on river and catchment enhancement, community engagement, citizen science, and evidence-led environmental management.

You'll be a natural communicator and relationship-builder who thrives on making connections between people, data, and landscapes. You're confident working independently, driven by impact, and able to navigate complexity with creativity and care.

This is an exciting opportunity to take a lead role in improving the health of our rivers. You'll be joining a talented, friendly and passionate team working on some of the most urgent environmental issues facing the UK. We're committed to supporting your development, amplifying your impact, and helping you thrive in your role.

Key aspects of the role include:

- **Hosting Catchment Partnerships:** As the local host of one or more Catchment Partnerships, you will coordinate and facilitate collaboration across stakeholders, maintain strategic plans and shared priorities, and use the Catchment Based Approach (CaBA) to drive action grounded in data and evidence. Catchment Partnerships are a core platform for collaboration and delivery — you'll be responsible for ensuring they are inclusive, effective, and action-oriented.
- **Investigating your catchments:** Understand pressures and opportunities by collecting and analysing data, talking to local people and stakeholders, visiting sites, and building a detailed picture of what's really happening on the ground.
- **Building the evidence base:** Set up systems and programmes to monitor environmental conditions, compile existing data, and identify gaps that need filling.
- **Scoping and delivering projects:** Design and deliver river restoration, pollution prevention, natural flood management, water resource enhancement, citizen science, and engagement projects.
- **Creating project pipelines:** Identify short-, medium-, and long-term project opportunities aligned with catchment priorities and environmental need.
- **Securing funding:** Develop proposals and secure funding from a range of sources.
- **Engaging and inspiring:** Lead communications and stakeholder engagement to bring together people with a shared vision for healthier rivers.

As a Catchment Officer you will have:

- A strong understanding of river catchment management, ecology, hydrology or environmental science.
- Experience in project development and delivery, especially nature-based solutions or citizen science.
- Confidence collecting, analysing and using environmental data.
- Excellent facilitation and communication skills – from public meetings to 1:1 conversations.
- Proven ability to coordinate and build consensus among diverse stakeholders.

## **Key duties and responsibilities**

### **1. Catchment investigation, project development & delivery**

- Lead on identifying and developing environmental enhancement, restoration, research and citizen science projects based on evidence of local pressures, opportunities, and stakeholder priorities.



- Build and manage a strategic pipeline of short-, medium- and long-term project opportunities aligned with catchment needs.
- Work with the wider South East Rivers Trust team to secure funding for projects through a variety of sources.
- Scope and deliver projects that deliver multiple benefits across water quality, habitat, flood risk, water resources, climate resilience, and community engagement.
- Set up or support environmental monitoring, data collection and citizen science programmes to build a robust evidence base.
- Communicate technical and ecological concepts clearly to non-specialist audiences to build partner understanding and buy-in.
- Work with colleagues and partners to ensure effective project management, including budgeting, delivery, reporting, and evaluation.
- Collaborate with other teams to manage and coordinate the delivery of your catchment's programme of work.

## **2. Stakeholder engagement and Catchment Partnership hosting**

- Host and coordinate one or more Catchment Partnerships, applying the Catchment Based Approach (CaBA) to build shared vision, action plans and momentum.
- Facilitate inclusive, action-focused partnership and sub-group meetings, ensuring participation from a diverse range of stakeholders.
- Maintain and grow strong, productive relationships with catchment partners, stakeholders, communities and decision-makers.
- Steer the Partnership(s) to develop and update Catchment Visions and Plans, underpinned by data and local knowledge.
- Engage communities to build support for catchment improvements and foster stewardship of the water environment.
- Represent the Trust at local and regional events, meetings and networks to raise the profile of the Trust and its work.

## **3. Team leadership, administration and organisational development**

- Maintain accurate records and oversee reporting, claims, budgeting and administration related to your projects and partnerships.
- Contribute to the strategic development and growth of the Trust, supporting delivery of its vision, mission and values.
- Contribute to the Trust's communications and public engagement through blogs, social media, presentations and events.
- Carry out other duties as reasonably required by the role.

## Person Specification

Requirements	Essential	Desirable
<b>Training &amp; Experience</b>		
A relevant degree or significant experience in a relevant area: freshwater management, aquatic science, river restoration or similar	✓	
A good understanding of one or more relevant topics, such as nature based solutions (e.g. river restoration, constructed wetlands, natural flood management), river ecology, community engagement, education or citizen science.	✓	
Experience of working in partnership with different organisations and sectors to achieve common goals.	✓	
Experience of organising and delivering events, e.g. partner workshops and other meetings, engagement activities, outdoor practical work, citizen science activities.	✓	
Experience of collating and analysing data and presenting it in an engaging way for a range of audiences.		✓
Experience of developing, managing and/or delivering projects (eg. river restoration, monitoring, volunteering) and satisfying funders' requirements.		✓
Experience preparing and submitting funding applications.		✓
A relevant first aid qualification, or willingness to obtain.		✓
<b>Knowledge &amp; Understanding</b>		
Knowledge of the objectives , drivers and funding mechanisms of external stakeholders: e.g. water companies, local authorities, environmental NGOs, local businesses, land users and landowners.		✓
Knowledge and understanding of how aquatic ecosystems function (river, esutuarine, marsh, coastal etc).	✓	
Knowledge and understanding of the Catchment Based Approach (CaBA).		✓
Knowledge and understanding of the Water Framework Directive (WFD).		✓
<b>Skills &amp; Personal Attributes</b>		
Excellent communication skills, both verbal and written.	✓	



Confidence to inspire and lead partnership action.	✓	
A strong diplomat with ability to mediate between different views.	✓	
Organised.	✓	
A positive "can do" attitude.	✓	
Strong IT skills (e.g. MS Office, email).	✓	
GIS and spatial analysis skills.		✓
Ability to work as part of a team and independently.	✓	
Willingness to learn and develop new skills to support the organisation.	✓	
<b>Miscellaneous</b>		
Commitment to equality of opportunity.	✓	
Willingness to work occasional evenings/weekends.	✓	
Current driving licence and vehicle which can be used for work (occasional van driving may be required).	✓	
Suitable, safe home working environment.	✓	
Understanding of Health and Safety risks and mitigating actions.	✓	