

Role profile

Job title: Senior Project Manager

Location: Cheshire (Home-based with travel)

Salary £37,000 - £40,000 dependent on experience (pro rata if part time)

Closes: 17th August 2026

Position: Senior Project Manager

Organisation: Mersey Rivers Trust

Hours: Part time/Full Time, 30 to 37.5 hours per week. Flexibility required (some evening & weekend work)

Overview

The Mersey Rivers Trust (MRT) is an environmental charity focussing on the protection and enhancement of rivers and waterbodies in the Mersey Catchment. It operates in an area covering Greater Manchester, Merseyside and Cheshire. The Trust works with partners, local communities and volunteers to deliver a wide range of projects including river restoration, reduction of flood risk by Natural Flood Management techniques, river monitoring, volunteer events (e.g. river clean-ups/invasive species control and citizen science), community engagement and education events, farm advice/plans and biodiversity net gain.

We have a vacancy for a Senior Project Manager to join a dynamic and dedicated team who are committed to delivering collaborative environmental river-based improvements.

The role will include leading a team of project managers responsible for the development and delivery of a portfolio of environmental river-based projects in the Cheshire area including direct line management responsibilities.

The role holder will report directly to the Chief Executive Officer and will be a member of the senior leadership team.

Key Responsibilities

- Work collaboratively and effectively with partners to deliver improvements to river health.
- Maintain and develop partnerships with stakeholders, including Environment Agency, Local Authorities, Natural England, local water company, other NGOs and community groups.
- Work with the Senior Leadership Team to prepare and manage budgets, provide input to the Trust's business plan and strategic initiatives.
- Identify and apply for project funding to support delivery of our objectives.
- Undertake the day-to-day leadership and management of the Cheshire project delivery team.
- Maintain, oversee, and update all project delivery and reporting systems on time and to budget (including timesheets, expenses and monthly reports)
- Preparing and submitting applications to obtain necessary consents and permissions (including Environment Agency Permits, Landowner Agreements and Planning Permissions).
- Build landowner relationships to secure necessary permissions to implement projects.
- Contribute to, and in some cases lead, the procurement process.
- Supervision of contractors and junior staff delivering works.
- Undertake site visits to monitor progress of works, keeping records and reporting onwards.
- Complete all necessary reports and keep suitable records in line with the funding requirements and document retention policy.
- Highlight any new risks and issues identified during works, and work with the team to manage and resolve them.
- Help the Trust team to engage and consult with existing community groups, schools, clubs, voluntary sector, interest groups, etc. and local councils to foster learning and a sense of ownership in the works.
- Implement rigorous safeguarding and health & safety procedures and lead by example in prioritising health and safety and wellbeing by taking responsibility for yourself, participant volunteers and colleagues. You shall comply with Mersey Rivers Trust's Health & Safety and Safeguarding policies and defined standards at all times.
- Any other reasonable duties as required by MRT.

The post holder will be home based with travel throughout the Mersey catchment. The applicant will need to live within or close to the Mersey catchment to facilitate regular travel to meetings, site visits and to regularly meet with staff. Remote working from other parts of the country cannot be considered for this role due to the need for regular face-to-face interactions and outdoor activities.

Candidate Profile

Essential

- Educated to degree level or equivalent, ideally in a relevant subject with a strong track record in environmental management and project management.
- Valid driving licence and own car, insured for business use.
- A confident and clear communicator with experience in leading collaborative partnerships and delivering projects with a variety of stakeholders and groups.
- Leadership skills; developing, coaching and managing teams.
- Experience of successful project delivery, including budget control and reporting.
- Experience in working with and managing external consultants and contractors.
- Background in the agri-environment sector.
- Experience in developing successful funding applications.
- Self-motivated and able to work effectively from home with strong communication skills and with a high level of accuracy and attention to detail.
- Ability to work flexibly, including some evenings and weekends.
- Ability to prioritise and plan activities to meet strict deadlines.
- Excellent literacy, numeracy and report-writing skills.
- Excellent presentation and communication skills.
- Good computer literacy skills (e.g. with Excel, Word, PowerPoint and project reporting systems).
- Reliability, good attendance and work performance.
- Ability to set performance objectives and ensure these are achieved.
- Excellent organisational / admin skills and attention to detail.

Desirable

- Knowledge of the River Bollin and Weaver Gowdy catchments.
- Extensive understanding of river and estuary environments.
- Managing and working with volunteers.
- Hold a project management qualification (APM, Prince, etc).

General Notes

- Extensive travel around the Mersey Catchment will be necessary therefore a current driving licence and access to a vehicle is essential.
- This position will from time to time require work during some evenings, weekends and public holidays to meet the needs of the post. A time-off in lieu system is operated by the Trust.

Term and Conditions

The following terms and conditions are typically offered to Mersey Rivers Trust staff and are set out as a guide only. Terms and conditions may vary according to circumstances and this summary does not form part of any subsequent employment

Annual leave: 25 days annual leave with a 3 day shutdown between Christmas and New Year (pro rata if part time).

Location: Home Based

To apply:

If you wish to apply, please send a CV (no more than two sides of A4) and covering letter (no more than two sides of A4), outlining how you meet the requirements of the person specification and email to info@merseyrivers.org

Applications must be received no later than 5pm on Monday 17th August 2026.

Interviews will be held w/c 24th August 2026; venue and format to be confirmed.

If you would like more information on the role before submitting an application, you may contact Clare Bullen on clare@merseyrivers.org