



Project Manager - Science in Nature

Person Specification

The successful candidate will be an experienced environmental/scientific professional who can combine practical fieldwork, disciplined laboratory and reagent testing, GIS, data management, analysis and report writing. This is not an entry-level development post. The role requires a person who can take responsibility, exercise sound judgement and deliver accurate work with a high degree of independence.

E = Essential

D = Desirable

Assessment = indicative method(s)

Essential criteria are genuine requirements of the role. Desirable criteria will be used to distinguish between applicants who meet the essential standard. Equivalent relevant experience may be considered only where a criterion expressly allows it.

Qualifications and professional foundation

Criterion	E/D	Assessment
Completed degree-level qualification in environmental science, ecology, biology, environmental management, geography, conservation, freshwater science or another directly relevant scientific/environmental discipline.	E	CV / certificates
Minimum of two years' relevant practical or professional experience in environmental monitoring, ecological fieldwork, laboratory science, environmental research, conservation or a closely related field. (for new graduates – we will consider degree-based experience)	E	CV / statement / interview
Postgraduate qualification in a relevant environmental or scientific discipline.	D	CV

Laboratory, reagent testing and safe systems of work

Criterion	E/D	Assessment
Proven practical laboratory experience in an environmental, scientific, analytical, academic or comparable setting.	E	CV / statement / interview
Practical experience working with chemical reagents and following analytical test procedures.	E	CV / statement / interview
Demonstrable experience of following safe systems of work in a laboratory or scientific-testing environment.	E	Statement / interview
Understanding of COSHH controls, Safety Data Sheets, hazard information, PPE and appropriate control measures.	E	Statement / interview / assessment
Ability to measure, dispense, mix and handle reagents accurately and consistently and to follow prescribed methods without shortcuts.	E	Interview / assessment
Understanding of contamination/cross-contamination prevention, clean working techniques, equipment care and scientific traceability.	E	Interview / assessment
Experience of quality control, calibration checks, reagent batch/expiry controls or comparable laboratory QA processes.	D	CV / interview

Fieldwork, water monitoring and ecology

Criterion	E/D	Assessment
Substantial practical outdoor/environmental fieldwork experience.	E	CV / statement / interview
Experience of water-quality sampling, environmental sampling or closely related field monitoring.	E	CV / statement / interview
Experience of, or demonstrable practical understanding of, kick sampling and freshwater macroinvertebrate sampling.	E	CV / interview
Ability to work safely around rivers, watercourses, estuaries/coastal areas and uneven terrain in variable weather throughout the year.	E	Statement / interview
Experience recording field observations, site conditions, GPS/location information and photographic evidence accurately.	E	CV / statement
Riverfly monitoring or comparable freshwater invertebrate monitoring experience.	D	CV / interview
Freshwater ecology, biodiversity surveying or aquatic species identification experience.	D	CV / interview

Samples, Chain of Custody and scientific records

Criterion	E/D	Assessment
Ability to label, log, store and manage environmental samples accurately and consistently.	E	Statement / interview / assessment
Experience completing, checking or working with Chain of Custody documentation or equivalent controlled sample records.	E	CV / interview / assessment
Understanding of sample integrity, traceability, timestamps, identifiers, storage requirements and auditable record keeping.	E	Interview / assessment
Experience of calibrating, checking and maintaining scientific or environmental monitoring equipment in accordance with manufacturer instructions and established procedures.	E	Interview / assessment
Ability to identify and escalate gaps, errors or breaks in Chain of Custody rather than allowing incomplete records to proceed.	E	Interview / assessment

GIS, data and analytical capability

Criterion	E/D	Assessment
Practical experience using GIS/spatial mapping software.	E	CV / statement / assessment
Ability to create, edit, interpret and quality-check maps and spatial datasets and to work with GPS coordinates.	E	CV / assessment
Strong spreadsheet skills and confidence organising, cleaning, processing and managing environmental datasets.	E	CV / statement / assessment
Accurate and methodical data-entry skills, including the ability to maintain structured records over long periods.	E	Statement / assessment
Ability to identify missing data, duplicate records, inconsistent units, anomalous results and other potential data-quality issues.	E	Assessment / interview
Ability to analyse and interpret environmental data and select appropriate charts, tables, maps, statistics or written outputs.	E	Assessment / interview
Ability to distinguish between what data demonstrates, what it suggests and what cannot reasonably be concluded.	E	Assessment / interview
Advanced GIS, spatial analysis or environmental-data analysis capability.	D	CV / assessment

Written, reporting and communication skills

Criterion	E/D	Assessment
Strong written English and proven report-writing ability.	E	Supporting statement / assessment
Ability to prepare clear technical summaries, reports, tables, charts, maps and plain-language explanations.	E	Statement / assessment
Ability to communicate scientific and environmental information clearly to technical and non-technical audiences.	E	Interview / assessment
Confident and professional communication with universities, NGOs, statutory bodies, community organisations, volunteers and other external stakeholders.	E	Statement / interview
Experience writing environmental, scientific, project or technical reports.	D	CV / work examples / statement

Criterion	E/D	Assessment
Ability and willingness to act as a confident public-facing representative and project spokesperson for APFN, including on-camera and broadcast media appearances when authorised.	E	Statement / interview / presentation
Ability to create accurate, accessible and engaging social-media content, short videos and other public-facing communications about scientific and environmental work.	E	Application / interview / presentation
Ability to communicate objectively and professionally with journalists, politicians, community audiences, regulators and project partners, recognising when an enquiry requires escalation or prior approval.	E	Interview / presentation

Project management and independent working

Criterion	E/D	Assessment
Strong organisational and project-management skills with evidence of planning and delivering recurring work to deadlines.	E	CV / statement / interview
Demonstrable ability to work independently and take responsibility for own workload without continuous supervision.	E	Statement / interview / references
Ability to identify problems, investigate them appropriately and propose practical solutions.	E	Assessment / interview
Ability to balance practical fieldwork with detailed desk-based scientific, GIS, data, administrative and reporting responsibilities.	E	Statement / interview
Ability to learn new equipment, methodologies and procedures quickly while maintaining accuracy and safety.	E	Interview / references
Experience working with universities, environmental NGOs, regulators, local authorities, water companies or research organisations.	D	CV / statement
Experience coordinating or supporting volunteers or partner activity.	D	CV / statement

Scientific integrity and personal attributes

Criterion	E/D	Assessment
Exceptional attention to detail and a demonstrable commitment to accuracy.	E	Application / assessment / references
High level of personal integrity, honesty and accountability.	E	Interview / references
Ability to maintain objective records and report unexpected, inconvenient or contradictory findings accurately.	E	Interview / assessment / references
Sound professional judgement, including willingness to stop, repeat or escalate work where safety or data integrity is in doubt.	E	Interview / assessment
Methodical, conscientious, reliable and self-motivated approach to work.	E	Application / interview / references
Intellectual curiosity and willingness to question unusual results rather than accept them uncritically.	E	Assessment / interview
Flexible and adaptable approach as project requirements develop.	E	Statement / interview / references
Genuine professional interest in freshwater environments, environmental science, ecology, conservation or catchment management.	E	Statement / interview

Driving, local knowledge and language

Criterion	E/D	Assessment
Full UK driving licence.	E	Application / licence check
Ability to travel independently to agreed field and meeting locations.	E	Application / interview
Knowledge of the Ogmore catchment, Bridgend area or South Wales river systems.	D	Application / interview
Welsh-speaking ability.	D	Application / interview
Ability to read and/or write Welsh.	D	Application
Outdoor/emergency first-aid qualification or other relevant field safety training.	D	CV / certificates

Application requirements

- A current CV setting out qualifications, employment history, relevant technical experience, volunteering and professional development.
- A supporting statement of no more than two A4 pages explaining why the applicant is applying, the skills, knowledge and experience they would bring, and why they believe they are the right person to deliver Science in Nature. Applicants should use specific examples rather than simply repeat the criteria.
- Names and contact details for three referees. References will normally be sought following a conditional offer; a current employer will not be contacted without the applicant's consent.

Selection assessment

Shortlisted candidates may be asked to complete practical job-related assessments. These may include a data-entry and processing exercise using environmental data; interpretation of trends, limitations and findings; production of an appropriate chart, table, map or written output; a GIS task; review/completion of Chain of Custody documentation; and/or a scientific safety or reagent-testing scenario. Candidates may be asked to explain and defend the approach they took. The same core exercise and scoring criteria will be used consistently for shortlisted applicants, subject to reasonable adjustments.

Shortlisted candidates WILL be required to complete a project-design and environmental-data task and present their approach to the interview panel. Candidates will set out how they would establish and deliver Science in Nature: the methods they would choose; field sampling, water quality and biological monitoring; safe reagent/laboratory work and Chain of Custody; GIS and structured data entry; quality assurance and analysis; report writing and reporting to the CEO/trustees; and professional communication with the media, elected representatives, partners, regulators and the public. The panel will assess the proposed methodology, data-handling work, scientific integrity, judgement and presentation. The same core brief and evaluation criteria will be given to all shortlisted candidates, with reasonable adjustments where appropriate.

- Project approach: justify the monitoring design, frequency, methods, safety arrangements and quality controls you would choose for the Ogmere catchment.
- Practical data exercise: work with the supplied environmental data, document data-entry and validation decisions, and present an appropriate table, chart, map or concise written interpretation.
- Reporting and public profile: explain how you would report internally and present evidence to the media, elected representatives, partners and the public while acknowledging limitations and obtaining approvals.