

# Job Outline

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**Job Title:**

Country Park Manager

**Basis:**

Full Time

**Salary:**

Grade 6

**Status:**

Permanent

**Base:**

Bryngarw Country Park

**Accountable to:**

Training and Services Development Manager

**Accountable for:**

Country Park Supervisor and Country Park Ranger

## Your Role:

As a qualified, experienced and driven individual, you will lead our Country Park team with a focus on conservation management and visitor experience.

We are looking for an enthusiastic leader who has a background in managing country parks and can demonstrate excellent nature conservation skills, leading on the day-to-day operations of the park as an integral part of the ranger team while also being responsible for enhancing the visitor experience.

## In this role, you will:

- Lead on the development and delivery of the park offer to provide an outstanding visitor experience to all. You will provide on-the-ground leadership to the ranger team to deliver Awen's ambition for the park to be a destination of choice.
- Manage the effective and efficient running and administration of visitor and public areas at the park e.g. Y Nyth Education Centre, our Visitor Centre and act as Premises Responsible Person.
- Work with Senior Management to develop a profitable and efficient sales operation which contributes to the overall visitor experience and reflects Awen's values.
- Identify and complete grant applications where opportunities arise.
- Manage and develop policies including our park and forest management plans to ensure they are up to date, compliant and meet the needs of the business.
- Be accountable for the risk assessment process, including undertaking relevant risk assessments, tree and play equipment inspections, reporting on findings, and providing advice to Senior Management to ensure health and safety compliance.
- Support with the management of budgets.
- Deal with reactive issues including visitor enquiries which may include first aid incidents, car park machine queries etc.
- Undertake day-to-day park activities including the opening and closing the park, waste management, regular toilet checks, maintenance other countryside management tasks.
- Deliver activities and experiences to our visitors which may include, ranger led walks and educational visits.
- Undertake specific site maintenance work in line with respective management plans, to ensure the sites are fit for use and safe for all, this may include operating machinery and equipment associated with land management duties.

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## General Duties and Responsibilities:

- Be responsible for your own safety and that of other staff and any member of the public who may be affected by your acts and omissions at work.
- Participate in any training and development activities to maintain own development or to enhance competence within job role.
- Uphold and integrate our purpose and value in all you do.
- Ensure activities are completed in accordance with Awen's commitment to equity and diversity and in line with best practice and legislation.
- This is not a complete statement of all duties and responsibilities comprising this post, which may have to be varied to meet the changing needs of the business.

# Person Specification

## The Person (ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Passionate and interested in natural heritage, nature conservation, culture and customer experience. (E)
- Confident and professional approach and enjoys networking and building positive relationships with all stakeholders. (E)
- Works well under pressure and able to effectively manage multiple priorities to strict deadlines. (E)
- A good degree of initiative, resourcefulness, flexibility and a self-motivating approach (E)
- Promotes a positive and inclusive working environment and believes in Awen's values, aims and objectives. (E)
- Able to establish a good understanding of customers' needs and a desire to deliver high standards.
- Displays a logical and proactive approach to tasks and finding solutions.
- Contributes to an ethos of continuous improvement and responds quickly and positively to new opportunities
- Leads with consistency, fairness as well as calmly and constructively.
- Enables and motivates others to seek resolutions and achieve results.

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# Qualifications, Skills, Abilities and Experience:

(ESSENTIAL CRITERIA ARE INDICATED AS (E):

- Degree level qualification in a relevant subject (E)
- Experience in working within countryside management (E)
- A full driving licence and access to your own vehicle for work purposes (E)
- Able to undertake physical activities including carrying, lifting and use of machinery (E)
- Management Qualification ILM level 4 or equivalent, able to demonstrate competence through experience or a willingness to undertake the qualification (E)
- Experience in a range of ground maintenance tasks and knowledge of best practice (E)
- Knowledge of Health and Safety legislation and working practices including their application to the workplace (E)
- Experience of working in a customer facing role at a supervisory or management level (E)
- IOSH Managing Safely or willingness to undertake qualification (E)
- First Aid certificate
- Experience of managing a budget and contributing to financial management processes.
- Experience of grant application processes and delivering relevant projects
- Experience of analysing, interpreting and presenting quantitative and qualitative management information.

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- Excellent interpersonal skills with the ability to communicate clearly and with influence in writing and verbally.

The logo for 'awen' is a red square with the word 'awen' in white lowercase letters.

Ymddiriedolaeth  
Ddiwylliannol  
Cultural Trust



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Mae Ymddiriedolaeth Ddiwylliannol Awen wedi'i chofrestru yng Nghymru fel cwmni cyfyngedig drwy warant.  
Awen Cultural Trust is registered in Wales as a company limited by guarantee.