

## **JOB DESCRIPTION**

Post title: Dartmoor Farm Engagement Officer  
Directorate: Conservation & Communities  
Grade: 5



### **Main Purposes of the Post:**

Supporting the farming community to engage with the Dartmoor's Farming in Protected Landscapes programme (FiPL) through the Government's Agricultural Transition linked to the 25 Year Environment Plan. Leading the delivery of the FiPL programme, encouraging, and assisting farmers and other land managers to successfully secure grant funding that meet FiPL and DNPA NPPP outcomes at a farm and landscape scale.

### **Duties and Responsibilities:**

1. To provide a first point of contact between the National Park and potential applicants for upcoming FiPL programme.
2. To lead on conservation, land management and access advice and guidance, to facilitate and assist with the development of natural capital projects that optimize opportunities for FiPL funding success.
3. To promote the FiPL programme and ensure awareness and understanding of opportunities are conveyed through appropriate communications.
4. To support applicants in scoping and developing their FiPL applications (and where necessary help guide subsequent delivery), especially those applications which are complex or involve multiple parties.
5. To support the work of the Local Assessment Panel, including the provision of summary reports and recommendations on applications.
6. To ensure compliance with the terms and conditions of support offered under the FiPL programme, including the management of multi-year agreements. Where feasible to identify 'stacking' of funding streams to deliver projects at a landscape scale
7. To support the monitoring of progress towards the completion of funded projects and to share communications with panels, partners and the farming community.
8. To support project and programme level information management, maintaining up to date and accurate records at all stages of the project management process, including reporting to funding bodies and the National Park Authority.

9. To help to ensure that action undertaken through various initiatives are consistent with the established purposes and complementary to the purpose of National Park designation.
10. To work closely with the farming community partners, DNPA Land Management Advisors, Project Officers and specialists to ensure join up across and effective delivery of strategic objectives
11. To undertake other duties as required, consistent with the responsibility level of the post, as directed by the Strategic Planning and Projects Manager.
12. To work safely, ensuring all safety procedures and other controls identified by risk assessment are complied with and incidents reported promptly and appropriately.

This job description outlines the current duties required for this post to indicate the level of responsibility. It is not a comprehensive or exclusive list and duties may be varied from time to time which do not change the general character of the job or the level of responsibility.

The Dartmoor Farming in Protected Landscapes programme is led by a small core team, the FiPL Programme Manager having responsibility for the programme with funding decisions being approved by a Local Assessment Panel. Other colleagues contribute to the delivery of the programme in a matrix management

**August 2023**