



Job Summary Overview

Job title	Biodiversity Officer
Career family	Place, Public Protection and Regulatory
Professional pathway	Environment and Climate
Career family level	Intermediate Officer (Tier 7)
Grade	G9
Reports to	Team Leader Landscape and Nature Recovery
Financial responsibility	NA
Supervisory responsibility	None
Reference number	

Job Summary

The Biodiversity Officer is supporting colleagues across the council, working to protect, manage, and enhance the county's natural environment. The role is focusing on delivering positive ecological outcomes through operational services, including providing on-site support to avoid and mitigate impacts on protected species and priority habitats. The officer is advising on biodiversity net gain, conservation management, and invasive species, while helping to realise the Council's ambitions for Road Verge Nature Reserves and wider verge management.

Collaborating with colleagues, the Biodiversity Officer is contributing to the development, implementation, monitoring, and reporting of the Oxfordshire Local Nature Recovery Strategy. The officer is supporting ecological inputs for minerals, waste, and infrastructure applications, and is developing systems to track and monitor biodiversity outcomes. The role is also providing advice to the public, councillors, and interest groups, and supporting the wider Environment Strategy team in meeting responsibilities under the Environment Act.

Key Responsibilities

- Advising on biodiversity issues for council developments, highways maintenance, and land management, including measures for protected species, priority habitats, and biodiversity net gain.
- Undertaking site visits and habitat surveys to inform ecological advice and supporting conservation management.
- Implementing systems to monitor and report on biodiversity outcomes, especially Biodiversity Net Gain and Nature Recovery Strategy delivery.
- Supporting the ecology team in providing policy and planning advice, monitoring planning conditions, and representing the council on biodiversity matters.



- Providing specialist ecological advice to internal teams and external stakeholders, including responses to information requests and supporting green infrastructure improvements.

Specific requirements	Essential <i>Mark with ✓</i>	Desirable <i>Mark with ✓</i>
Degree in relevant environmental discipline or equivalent experience	✓	
Knowledge and experience of ecological fieldwork, species and habitat ID	✓	
Experience and knowledge of current ecology legislation and policies	✓	
Experience and knowledge of protected species survey and mitigation	✓	
Experience in provision of ecological advice to contractors/engineers	✓	
Good knowledge of Oxfordshire habitats and land management for biodiversity	✓	
Ability to write clearly and succinctly for varied audiences	✓	
Good interpersonal and communication skills	✓	
Initiative in analysing, negotiating, and resolving problems	✓	
Ability to undertake diverse activities to deadlines	✓	
Good understanding of planning legislation and regulations	✓	
Ability to drive or access remote areas	✓	
Driving Licence and access to own vehicle	✓	
Experience in ecological advice for development management (public/private)		✓
Hold protected species licences (especially bats)		✓
Qualified member of a professional body (e.g. CIEEM)		✓
Experience in use of Defra Biodiversity Metric		✓
Experience in using GIS, especially ArcGIS		✓

Working Arrangements

- The post is not politically restricted.
- Contractual base as detailed on contract, but you are able to work on a flexible basis in line with our Agile Working Policy
- Able to travel across the county and work from various office locations within the county.

Health and Safety at Work

All employees have responsibilities for health and safety – both for themselves, colleagues and the people we work with.



The potential significant hazard(s) and risk(s) for this post are identified below (those ticked).

<input type="checkbox"/>	Provision of personal care on a regular basis	<input type="checkbox"/>	Driving HGV or LGV for work
<input type="checkbox"/>	Regular manual handling (which includes assisting, manoeuvring, pushing and pulling) of people (including pupils) or objects	<input type="checkbox"/>	Any other frequent driving or prolonged driving at work activities (e.g. long journeys driving own private vehicle or a council vehicle for work purposes)
<input type="checkbox"/>	Working at height/ using ladders on a regular/ repetitive basis	<input type="checkbox"/>	Restricted postural change – prolonged sitting
x	Lone working on a regular basis	<input type="checkbox"/>	Restricted postural change – prolonged standing
x	Night work	<input type="checkbox"/>	Regular/repetitive bending/ squatting/ kneeling/crouching
<input type="checkbox"/>	Rotating shift work	<input type="checkbox"/>	Manual cleaning/ domestic duties
x	Working on/ or near a road	x	Regular work outdoors
x	Significant use of computers (display screen equipment)	<input type="checkbox"/>	Work with vulnerable children or vulnerable adults
<input type="checkbox"/>	Undertaking repetitive tasks	<input type="checkbox"/>	Working with challenging behaviours
<input type="checkbox"/>	Continual telephone use (call centres)	<input type="checkbox"/>	Regular work with skin irritants/ allergens
<input type="checkbox"/>	Work requiring hearing protection (exposure to noise above action levels)	<input type="checkbox"/>	Regular work with respiratory irritants/ allergens (exposure to dust, fumes, chemicals, fibres)
<input type="checkbox"/>	Work requiring respirators or masks	<input type="checkbox"/>	Work with vibrating tools/ machinery
<input type="checkbox"/>	Work involving food handling	<input type="checkbox"/>	Work with waste, refuse
<input type="checkbox"/>	Potential exposure to blood or bodily fluids	x	Face-to-face contact with members of the public
<input type="checkbox"/>	Other (please specify):		