

## Job description - Forest Beat Work Supervisor (PB6A)

### Job summary

In a Beat team, the Work Supervisor supports the Beat Forester to plan, organise, supervise and monitor operational programme delivery by Beat Craftspeople and contractors in accordance with Forestry England environmental, safety and quality standards and procedures as outlined in Forestry England guidance and industry standards such as UKFS, UKWAS and FISA.

The role involves a mixture of office work and time spent in the forest. The job is varied and wide ranging, requiring close team working to continually re-balance priorities as unplanned situations arise that need dealing with, whilst maintaining momentum to deliver planned programmes.

The Work Supervisor takes responsibility for managing their own workload and balancing time supervising operations, time spent assisting Beat Craftspeople with practical tasks time working independently in the forest and time carrying out computer-based work in a busy office.

### Key responsibilities & accountabilities

Work practices and methods evolve over time, they will generally be related to:

- assisting the beat forester in all aspects of the day-to-day management of the beat and in planning, organising and supervising forest operations by staff and contractors to ensure agreed work is delivered to required standards safely, effectively and efficiently
- being a visible presence on site, championing our health and safety culture and consistently demonstrating our core value of “look out and look after”.
- developing and coaching the beat team through demonstration and clear verbal communication
- collecting accurate site measurements and observations and use these in informing decisions, monitoring outcomes and updating records
- communicating appropriately with colleagues and all stakeholders including landowners, neighbours, contractors, customers and members of the public

Typical Beat Work Supervisor tasks are listed below, and although the focus shifts depending on the season and priorities they will include:

- Carrying out forest surveys, assessments, marking and measuring to inform work programme decisions and monitor achievement of outcomes
- Ground truthing and updating forest inventories and mapped features
- Assisting forester to plan and organise work programmes
- Drafting job specifications for staff and tender documents for contracts
- Promoting a culture of safe working
- Working collaboratively, maintaining strong relationships to support effective site operations
- Monitoring and supervising staff and contractors to ensure full compliance with work specifications and health & safety requirements, maintaining a site monitoring diary
- Carrying out FISA checks and audits, ensuring forestry operations meet relevant safety and competency standards.
- Providing craftspeople with direction and support, ensuring high quality work across all assigned tasks.
- Maintaining yard and estate safety and security
- Overseeing stock control of materials and maintenance of equipment
- Organising legally compliant handling, storage and disposal of waste

- Lead on hazard tree surveys, including organising and overseeing associated remedial works where appropriate.
- Undertake any other duties reasonably requested by your line manager.

## Skills, knowledge & experience

### Essential professional and technical experience

- Experience in supervising and monitoring contracts to ensure quality and compliance
- Experience of delivering to tight deadlines
- A sound understanding of UK Forestry Standard (UKFS) and UK Woodland Assurance Standard (UKWAS) requirements.
- Working knowledge of health and safety systems relevant to practical countryside and forestry work including risk assessments, Forest Industry Safety Accord (FISA) guidance, and lone working procedures.
- Competence in use of software to create and edit spreadsheets and documents.
- Strong interpersonal and communication skills and the ability to work effectively both independently and as part of a wider team.
- Proven experience of effective team working and supervision.

### Desirable professional and technical experience

- Experience of carrying out practical forestry operations
- Competence in GIS systems

## Qualifications

### Essential:

- A full current driving licence that enables you to drive in the UK

### Desirable:

- A formal Forestry education and/or practical qualification

