

# Candidate Pack

## Work Supervisor (Harvesting) South District

**Salary:** £29,171

**Grade:** Administrative Officer/Pay Band 6a

**Contract type:** Permanent

**Working pattern:** Full-time (37 hours/week)



**Forestry England**



## Join us and help shape our forests

This is an exciting opportunity to join our Land Management Team in the South District of Forestry England.

### Key elements of the role:

- Assist in leading and managing staff and contractors to deliver outputs and results
- Assist in setting and maintaining operational and health & safety standards
- Support the planning of work programmes by attending to site and operational needs
- Coordinate the timely production and dispatching of timber and liaising with customers to deliver contract commitments

**We are Forestry England.**

**We are the country's largest land manager.**

**We care for the nation's forests for people, nature and the economy.**



## About Forestry England

Forestry England is part of the Forestry Commission.

We manage England's beautiful, diverse, productive, and publicly owned woods and forests.

At over 250,000 hectares, we are the largest single land manager in England.

## About South England Forest District

Our District employs over 160 people and covers an area of 46,000 hectares that reaches from Sussex to Dorset, and from Berkshire to the Isle of Wight.

The forests in our District are as diverse as the populations that surround it, with ancient broadleaf woodlands in the South Downs, to mixed conifer forests and open heathland in the internationally renowned New Forest.

**We are committed to  
connecting everyone  
with our forests.**

**We will evolve them to  
thrive and be resilient  
for the next century, and  
beyond.**

**We are growing the future.**





**We pride ourselves on being a progressive and inclusive organisation that offers a range of benefits including:**

### **A generous holiday entitlement**

25 days holiday, plus 2.5 days extra leave (in addition to Bank Holidays). 5 days extra holiday per year after 5 years' service.

### **Substantial training, development and volunteering opportunities**

5 days a year allocated to your own personal learning and development, and 3 days paid volunteering (within working hours) per year.

### **Flexible working arrangements**

The right to request flexible working and part time hours, and options for informal blended working arrangements.

### **Access to the brilliant Civil Service Pension Scheme**

Including a generous 28.97% employer pension contribution, every month.

**We are one Forestry England.**

**Every person in Forestry England makes a difference.**

**We support and invest in each other to be healthy, motivated, and engaged.**



## About this role

Forestry England's South District Harvesting & Marketing Direct Production (DP) team is responsible for the planning and harvesting of around 50,000m<sup>3</sup> of timber each year.

Working closely with our Land Management and Planning teams, your role will be to support the delivery of our Forest Design Plans (FDP) and conservation objectives, while fulfilling supply contracts for our sawmill customers.

Most of the timber volume that we produce is shortwood by a mechanised harvesting contractor. There is also a smaller element of mature hardwood felling, for which we use traditional motor manual techniques.

This role can be based out of our offices in Lyndhurst or Micheldever, and reports to the Harvesting & Marketing Forester (DP).

## Think beyond a lifetime

We make plans today for a better tomorrow, so our business and our forests are sustainable and fit for the future.

## Be adventurous

We approach challenges with creativity and adventure, embracing research and innovation to stay relevant.





## Key work areas for this role

- Support the Harvesting & Marketing (DP) Forester through frontline supervision and site management of DP operations
- Ensure that work is carried out in a way that meets industry best practice, and the requirements of health and safety, operational, and statutory guidance
- Undertake the planning of work sites to deliver FDP and DP objectives in advance of operations starting
- Prescribe cutting specifications to meet our customer's requirements and maximise revenue for South District
- After one year in post join our Duty Officer roster, providing 24-hour emergency contact cover for a period of one week in every 14 (approx. four times per year)
- Champion health and safety throughout

## Do it together

We get our best results when we work with others, and we encourage diverse perspectives so we make better decisions.

## Look out and look after

We care about our colleagues, volunteers, partners and customers, and we take a stand against unsafe behaviour.



## Essential experience

- Relevant experience in the forestry and/or land management sector
- Competence with a wide range of IT applications, including Microsoft Outlook, Excel, Word and SharePoint
- Competence with Geographic Information System (GIS) applications

## Desirable experience

- Good understanding of, and experience in, the application of health and safety standards within the forest operations environment
- Sound understanding of, and experience in, the application of contract management





## Essential qualifications

- Full UK driving licence

## Desirable qualifications

- A recognised forestry qualification at National Diploma level or above
- Membership of the Institute of Chartered Foresters (ICF) or a commitment to achieve membership

## You will be asked to demonstrate the following success profile behaviours:

- Seeing the big picture
- Making effective decisions
- Managing a quality service
- Delivering at pace

Find out more about Civil Service success profile behaviours on GOV.UK.







Forestry England

**For more information, and to apply for  
this role, visit Forestry England Careers**

**For more information about the role contact  
[ed.anderson@forestryengland.uk](mailto:ed.anderson@forestryengland.uk)**