

## Job description - Seed manager (PB4)

### Job summary

As Seed manager the successful candidate will be at the front line of making sure our forests are resilient as our climate changes. This is an exciting opportunity to join our Plant and Seed Supply unit, at a time when we have invested over £10 million to help us obtain high quality seed that would grow into the millions of high-quality planting stock we need each year. We are looking for an ambitious, energetic manager with impressive experience in leading teams, and improving processes, in an operational environment. The position is based at our Delamere Nursery hub in Cheshire. The postholder will be expected to be primarily based on site, with support provided for some blended working approach. Travel to sites across England will be required.

### Key responsibilities & accountabilities

- ensure both existing and new seed orchards are managed and the seed extractor delivers on processing cones/seed in a time bound manner
- process seed in a timely manner each season, using a range of specialised equipment whilst maintaining a safe working environment in the Seed Extractor and ensuring costs of seed processing is in line with budgeted amounts
- maintain records of work undertaken, ensuring full and complete traceability of seed during processing (to ensure compliance with Forest Reproductive Materials Regulations)
- liaise with the Senior Operations Manager and Delamere Nursery Managers to agree required seed lots for future nursery use
- liaise with external customers on seed enquiries and process their seed orders in a timely manner
- seed testing and treatment- developing a seed lab and robust procedure to test seed for purity, viability, germination, treating seed for breaking dormancy
- seed storage and inventory- ensure the seed is stored at the correct temperatures and sampling & checks are done regularly to ensure excellent seed health - ensuring annual seed stock is done and figures submitted to the PSS Finance Team
- work with the Senior Operations Manager, Seed Resources and Orchard Managers to develop seed resources to deliver the Species for the Future strategy
- seed production planning based on requirement forecasts and long-term objectives
- developing and Managing performance in our production teams
- maintaining a first-class working culture, prioritising Health & Safety, Equality and Diversity
- communicating and networking with the wider organisation and external bodies
- promoting the work of PSS by hosting visitors and engaging with stakeholders

And any other tasks, reasonably requested by your line manager.

### Skills, knowledge & experience

### Essential professional and technical experience

- experience of seed production planning and delivery within a fast-paced operational environment
- sound knowledge of cone/seed collection, processing, storage, testing and treatments
- attention to details and a can-do attitude
- excellent IT skills, including Microsoft Office 365 applications
- experience of working closely with a variety of internal and external stakeholders
- proven leadership skills with a track record of team building and staff development

### Desirable professional and technical experience

- awareness of the UK Forestry and nurseries sector
- knowledge of modern commercial seed processing systems
- experience in flowering induction, control pollination, developing of hybrids
- experience in biosecurity assurance and plant health management in nursery production
- project management experience
- knowledge of plus tree identification, making a copy of plus tree by grafting, developing breeding populations, seed orchard designs, planting and management

## Qualifications

### Essential

- degree in a relevant subject (e.g., Forestry, Horticulture, Agriculture) or ability to demonstrate equivalent level of work experience in a relevant industry

