

# Programme Support Officer

Littleport, Cambridgeshire  
£15,340 - £17,167  
P/T (21 hrs/wk), until Dec 2016.



The Ouse Washes Landscape Partnership (OWLP) has secured just under £1m from the Heritage Lottery Fund to conserve and celebrate the unique landscape and heritage in the 'heart of the Cambridgeshire and Norfolk Fens'.

At the core of the 3-year OWLP scheme are 25 projects which will deliver multiple benefits for the landscape and local communities. This will be accomplished through conservation work; community participation; access and training provision; and organisation of events focusing on the area's distinctive heritage and culture.

Cambridgeshire ACRE, the lead organisation within the OWLP partnership consisting of 27 key organisations, is looking for an individual to provide a crucial role in the delivery of this exciting Landscape Partnership scheme. We are looking for an individual who has proven experience of administering large amounts of financial and other information, organising and promoting events, and who understands the challenges of partnership working.

You will be part of a small team and working closely with a range of partner organisations and community groups to ensure a smooth delivery of the OWLP scheme. Good inter-personal skills and an ability to support and inspire people will be essential for this job. You are an effective communicator with a helpful telephone manner and confident in the use of other inter-personal and social media. You also feel comfortable multi-tasking and managing your own time whilst showing flexibility in a rapidly changing work environment.

## How to apply

For full job details and to apply, go to [www.cambsacre.org.uk/jobs.php](http://www.cambsacre.org.uk/jobs.php)

Closing date: 12noon Fri 4 April 2014; Initial interviews will be held on Friday 11 April 2014 at Cambridgeshire ACRE's office in Littleport.

Further information on the Ouse Washes Landscape Partnership scheme is available on the OWLP blog, <http://ousewasheslps.wordpress.com/> and at <http://www.cambsacre.org.uk/ouse-washes-landscape-partnership.php>.

For an informal discussion, please contact the OWLP Programme Manager at 01353 865030 or [mark.nokkert@cambsacre.org.uk](mailto:mark.nokkert@cambsacre.org.uk).