



Exmoor National Park

Senior Climate Change Officer



Senior Climate Change Officer

37 hours per week – 2-year fixed term contract

(Applications for those wishing to work part-time hours are also welcomed)

Welcome Message

Thank you for your interest in the role of Senior Climate Change Officer.

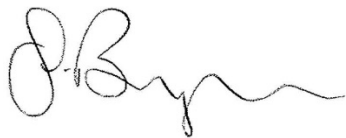
What makes Exmoor National Park such a special place? Exmoor is designated a national park in recognition of its beautiful landscape, wildlife and cultural heritage. Exmoor has moorlands, woodlands, high cliffs and farmland, shaped by people and nature over thousands of years. It is a landscape of tranquillity and peace as well as a great place to walk, ride and explore nature.

Our vision is that Exmoor remains a beautiful landscape, leading the response to climate change and nature recovery, a welcoming place for all, as well as a great place to live work and do business. This is an opportunity to play a key role in shaping a climate-resilient future for one of the UK's most special landscapes.

This role will us achieve our vision to be a net zero National Park by 2038 by developing and coordinating delivery of Exmoor National Park Authority's climate change programme and supporting delivery of our Management Plan's climate targets. This exciting role requires a self-motivated, proactive and positive person that is passionate and committed to tackling climate change and supporting nature recovery as well as an excellent collaborator and communicator.

You will join a fantastic team of skilled and committed staff that are passionate about Exmoor's landscapes, wildlife and nature recovery and want to make a difference.

If you would like an informal discussion about the position, please contact Clare Reid, 01398 322235, or Ellie Woodcock, 01398 322231. We look forward to hearing from you.



Sarah Bryan
Chief Executive



Background Information



Exmoor is one of 15 National Parks in the UK. They are areas of protected countryside that everyone can visit and where people live, work and shape their landscapes.

Exmoor was designated as a National Park in 1954. Since then, the co-ordination of work to achieve National Park purposes in the area has been undertaken by local government, and since 1997 by a free-standing Exmoor National Park Authority.

Exmoor National Park Authority works to achieve the two National Park purposes:

"To conserve and enhance the natural beauty, wildlife and cultural heritage of the National Park"

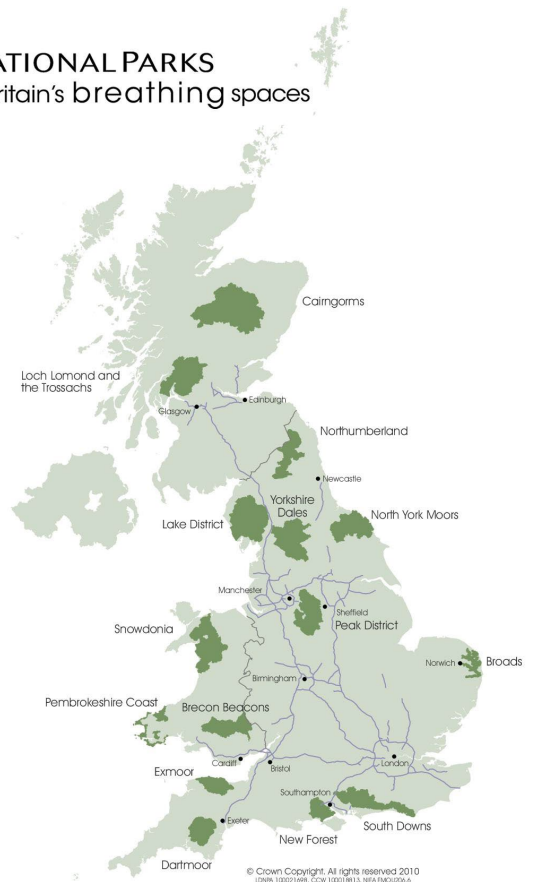
"To promote opportunities for the understanding and enjoyment of the special qualities of the National Park by the public"

In delivering National Park purposes, the Authority has a duty to help to foster the social and economic wellbeing of local communities. All planning applications within the National Park area are determined by the National Park Authority. Planning policies are there to ensure both rural prosperity and the protection and enhancement of the special character of Exmoor.

There are 22 Members on the Authority Committee which meets up to 12 times a year – 5 parish members, 2 district council members, 8 unitary members, 2 county council members, and 5 Secretary of State appointed members.



NATIONAL PARKS Britain's breathing spaces



For further information about the National Park Authority:

Go to our website www.exmoor-nationalpark.gov.uk

Our Staff

We employ a staff team of around 80 undertaking a range of functions that support owners and managers of land and heritage assets; people who live, work, and run businesses in the National Park; and people who make use of the opportunities for learning and enjoyment, both residents and visitors alike.

Our support staff within Finance, Facilities, Corporate support, IT and GIS, HR, and Member support help provide the infrastructure and support that is essential to delivering the vision and priorities of Exmoor. In addition, we have staff engaged in projects and seasonal work.

The post of Senior Climate Change Officer sits in the Climate, Nature and Communities section which also includes our Natural Environment Team (ecology, landscape, woodlands, farming and planning policy and development management). The post holder will report directly to the Head of Climate, Nature and Communities and work closely and collaboratively with the wider team and teams from across the organisation.

As a small organisation, we often work across all Sections and Teams drawing on the skills, knowledge, experience, and professionalism of our colleagues, to deliver our purposes and the aims of our current Corporate Plan which reflects the National Park Management Plan aims:

A nature-rich landscape

A net zero National Park, mitigating and adapting to climate change

Healthy natural resources

A cared for landscape and heritage

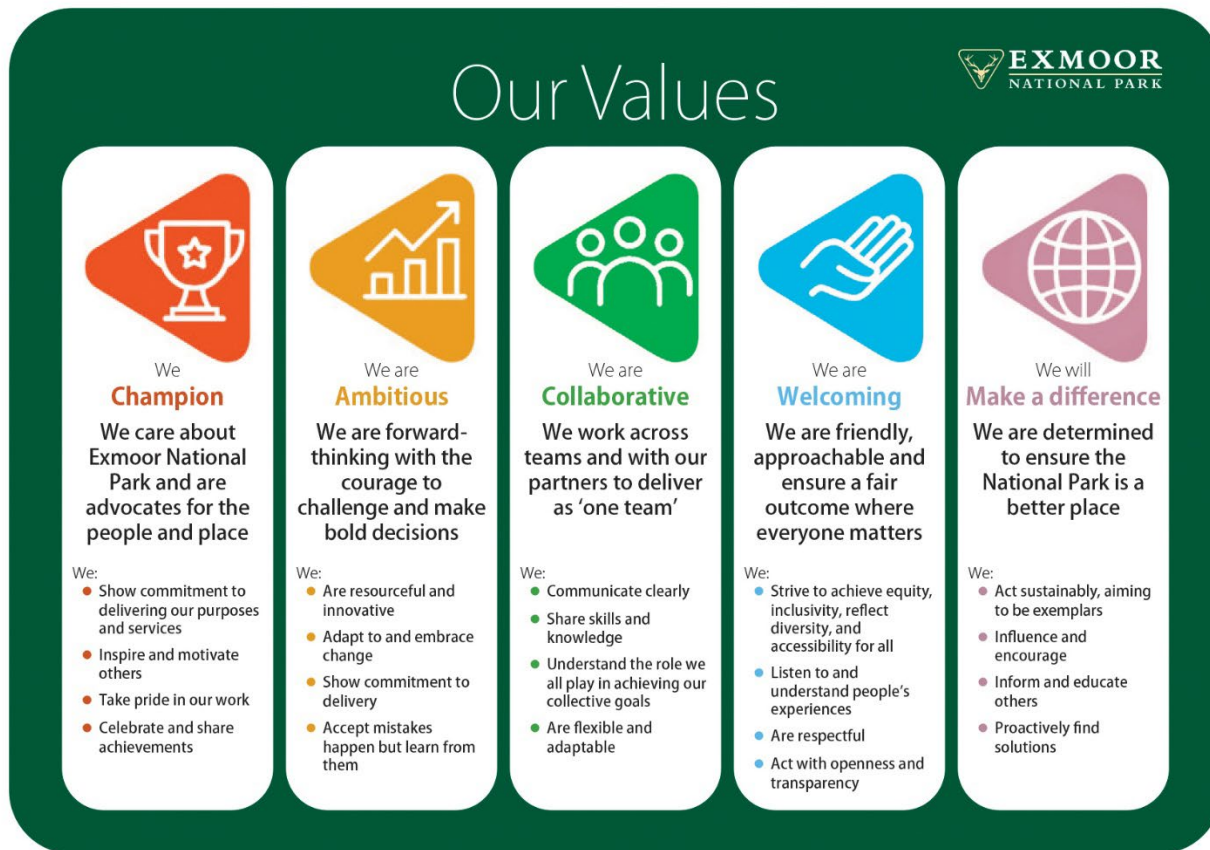
A welcoming place for all, that people feel connected to, improving their health and wellbeing

A great place for people to live, work and do business

A highly performing organisation

As part of the National Park family, we also benefit from a wider network of professionals.

Our values



Our priorities for climate



Exmoor National Park / Pantopic

Exmoor National Park has set an ambitious, science-based target to become net zero by 2038, while supporting wider national efforts to limit global warming. Achieving this will require strong partnership working across communities, businesses, land managers and public bodies to reduce emissions from energy, travel, food, purchasing and agriculture. The National Park also has significant potential to capture and store carbon through peatland restoration, improved soil health, woodland creation and sustainable land management, while delivering wider benefits for nature, landscapes and local livelihoods.

The post holder will also support ENPA to meet its organisational carbon reduction targets by helping to coordinate, monitor and embed action across the Authority.

Alongside cutting emissions, Exmoor must adapt to increasing risks from heat, drought, wildfire, flooding, storms and coastal erosion. This role will lead a practical, evidence-based adaptation plan, working with partners to strengthen the resilience of habitats, farming and forestry, communities, heritage and infrastructure.



Tree Nursery
Exmoor National Park / Pantopic

More information about our net-zero plans can be found here [A net zero National Park | Exmoor](#)

Working for us



Exmoor House
Exmoor National Park / Pantopic

Our head office is based in the town of Dulverton, set in a beautiful, wooded valley, beside the river Barle. Other sites include the Exford Depot based in the rural village of Exford, our Pinkery Centre for Outdoor Learning based on a wild and open moorland near Simonsbath, and our National Park Centres – one in Dulverton, one in the historic village of Dunster, and one in the seaside town of Lynmouth.

We provide a generous annual leave allowance plus bank holidays (both pro-rata if part-time), a Local Government pension scheme, paid sickness leave, parental leave, time off for dependents, time off to attend dentist, doctor and hospital appointments, and compassionate leave opportunities.

Staff well-being is important to us, and we understand that life throws us a curveball sometimes. Therefore, we always do our best to ensure that staff are supported and can enjoy a work-life balance. We promote flexible working and trust our staff to do their jobs.



We are a Mindful Employer that is 'Positive about Mental Health' and raises awareness of mental health in the workplace. We have trained Mental Health First Aiders and a 24/7 independent and confidential employee helpline. Managers and staff will also attend training opportunities to increase their awareness of mental health in the workplace.

You will have an induction to help you to learn more about the organisation, your area of work and the work undertaken by other sections. We also try and arrange for you to spend time with a colleague, which is an opportunity for Exmoor to be explored. Your manager will support you in developing your skills and you are encouraged to feedback on your progress. This support continues through regular reviews.



We try to hold regular staff study days, this may be the whole organisation or as a team/section, giving you the opportunity to get together with your colleagues to learn and see something new about Exmoor.

The Society for National Parks Staff (SNPS) is a group that all National Parks employees can join for only £5 a year. There are opportunities to visit other National Parks, take part in activities to develop your knowledge of National Parks, whilst having fun and building new friendships.



We have a Women's Workplace Forum which provides a safe space for women from across the organisation to share their experiences, develop skills and confidence and provide allyship.

Our Equity, Diversity and Inclusion Oversight Group meets regularly focusing on the organisation's aims in this area, providing an opportunity to listen to and learn from a diverse range of people and their experiences, which in turn raises awareness and informs us about where we can improve our services.

We also have a Youth Board which gives younger people a say in our work whilst developing their own skills and experience.

Job description

Job title: Senior Climate Change Officer

Reports to: Head of Climate, Nature and Communities

Section: Climate, Nature and Communities

Main purpose of job

- Develops and coordinates delivery of Exmoor National Park Authority's climate change programme, with a particular focus on the Exmoor National Park Management Plan aim for a net zero National Park, mitigating and adapting to climate change.
- Supports delivery of the Management Plan's climate targets through practical action, partnership working, monitoring and reporting, and by embedding climate mitigation and adaptation across the Authority's work and across the National Park.
- Leads the delivery of a Climate Adaptation Plan for Exmoor, working with local partners, land managers, businesses and communities to build resilience to the impacts of climate change.
- Supports Exmoor National Park Authority's organisational climate action and emissions reductions.

Key outcomes

- A clear delivery plan is developed and implemented for the climate mitigation and adaptation objectives and targets in the Exmoor National Park Management Plan, with agreed priorities, partners, funding opportunities and measures of progress.
- Priority projects are developed and delivered with partners, land managers, and local communities to reduce greenhouse gas emissions, support climate adaptation and strengthen climate resilience.
- Better evidence, monitoring and reporting are used to target action, demonstrate progress and support joined-up delivery of the Management Plan objectives and targets.
- ENPA's organisational climate action plan is updated and emissions reductions achieved.

Responsibilities and duties

1. Strategic delivery and programme planning

- Develops and maintains the delivery plan for the climate change section of the Exmoor National Park Management Plan, setting out priorities, actions, partners, funding opportunities and measures of progress.
- Works with managers, colleagues and partners to identify priorities, coordinate delivery and report progress against the National Park Management Plan objectives for climate mitigation and adaptation, and other related objectives.
- Sets up and manages/convenes partnership meetings.

2. Project development and delivery

- Develops, coordinates and monitors a programme of activity to reduce greenhouse gas emissions, increase carbon sequestration and support climate-positive land management across the National Park, including opportunities for peatland restoration, increased tree and woodland cover and other land management changes on the ENPA Estate.
- Leads the delivery of the Climate Adaptation Plan for Exmoor National Park which identifies key climate risks, vulnerable assets, communities and sectors, and priority actions for adaptation.
- Updates the Exmoor National Park Authority organisational climate action plan and helps to reduce carbon emissions and embed climate considerations across the Authority's functions.

- Develops climate-adaptive plans for the Exmoor National Park Authority Estate, identifying risks, opportunities and practical measures to improve resilience across land, buildings, infrastructure and operations.
- Supports the review of the Exmoor National Park Local Plan, providing evidence and advice on the policy and strategy approach.

3. Partnership working and engagement

- Works with farmers, land managers, businesses, communities and partner organisations to support practical climate adaptation and mitigation measures that are appropriate to Exmoor's landscape, economy and communities.
- Supports communities, parish councils, local businesses, farmers and land managers to understand climate risks and identify practical adaptation actions.
- Develops clear communications and engagement materials to explain climate risks, opportunities and practical actions to a range of audiences.
- Works with partners to develop demonstration projects, guidance, workshops and case studies that show what climate adaptation looks like in practice on Exmoor.
- Represents the Authority in relevant climate change, adaptation, and resilience partnerships and networks.

4. Evidence, monitoring and reporting

- Monitors progress against climate-related targets, prepare reports for internal and external audiences, and support transparent reporting on delivery, risks and outcomes, including Race to Zero reporting.
- Develops and keeps up-to-date systems for monitoring, evaluating and reporting progress on emissions reduction, carbon sequestration and climate-positive outcomes.
- Identifies funding opportunities and supports the development of bids and business cases for climate mitigation and adaptation projects.
- Commissions, manages or contributes to research, consultancy and technical studies where needed.
- Keeps up to date with climate science, policy, legislation, funding mechanisms and best practice relevant to protected landscapes and rural areas.

Required skills, knowledge, and experience

- Degree-level qualification or equivalent experience in climate change, environmental science, sustainability, geography, ecology, land management, planning or a related discipline.
- Good understanding of climate mitigation, climate adaptation and resilience, including how these apply in remote rural landscapes, protected landscapes and land-based sectors.
- Experience of developing, coordinating or delivering climate change, sustainability, environmental or land management projects.
- Ability to interpret evidence and data, including climate risk information, carbon data, environmental monitoring and policy guidance, and translate this into practical action.
- Strong project management skills, including planning, delivery, monitoring, reporting, budget awareness and risk management.
- Excellent written and verbal communication skills, with the ability to produce clear reports, briefings, guidance and engagement materials for technical and non-technical audiences.
- Experience of working collaboratively with a range of stakeholders, such as farmers, land managers, communities, businesses, public bodies and environmental organisations.
- Ability to influence, negotiate and build constructive relationships across organisational and sector boundaries.
- Good understanding of the links between climate action, nature recovery, land management, water, soils, heritage, communities and the rural economy.

- Ability to work independently, manage competing priorities and deliver high-quality work to deadlines.
- Experience of working in or with protected landscapes, National Parks, National Landscapes, local authorities or environmental partnerships.
- Knowledge of Exmoor's landscape, farming systems, communities, habitats, heritage and climate-related challenges.
- Experience of climate adaptation planning for estates, landholdings, buildings, or communities.
- Knowledge of nature-based solutions, peatland restoration, woodland creation, sustainable drainage, natural flood management, soil health and low-carbon rural development.
- Experience of preparing funding bids, managing externally funded projects or working with public, private or blended finance mechanisms.
- Understanding of planning, design or development management issues relevant to climate-adaptive design in rural and protected landscapes.
- Experience of designing and delivering workshops, training, public engagement or behaviour change activities.

Interpersonal skills

- Committed to tackling climate change and supporting nature recovery in a way that works for Exmoor's people, places and landscapes.
- A positive and proactive approach to work.
- Collaborative and able to work across teams.
- Practical, solutions-focused and able to turn strategic aims into deliverable action.
- Confident working with uncertainty and complexity.
- Collaborative and inclusive, with the ability to work effectively with diverse interests and perspectives.
- Tact and diplomacy and negotiating skills.
- Clear, credible and engaging communicator, able to explain ideas and concepts in a clear way to non-expert audiences.
- Organised, proactive and adaptable, with strong attention to detail.
- Flexible – being able to work outside normal office hours, such as attending events or meetings in the evening or weekend.

Key employment terms

Post title: Senior Climate Change Officer

Office location and travel: The postholder will be employed by Exmoor National Park Authority and will be based at the Authority's headquarters at Exmoor House, Dulverton, Somerset, TA22 9HL.

The postholder will work from other places of employment both inside and outside the National Park boundary, including site visits, and working from other National Park premises. The Authority has pool cars available to use but if one is not available, business mileage incurred on these journeys will be reimbursed at the agreed mileage rate.

Conditions of service: In accordance with the Scheme of Conditions of Service agreed by the National Joint Council for Local Authorities' Administrative, Professional, Technical and Clerical Services as adopted by the Park Authority together with other local conditions of service set out in the Authority's HR Policies and Procedures.

Contract status: This is a 2-year fixed term contract with set funding.

Disclosure and Barring Check: This post does not require a disclosure and barring check.

Grade and salary: The grade for the Senior Climate Change Officer is G with a current salary range of £38,510 to £43,149 per annum (pro rata if part-time).

Hours of work: The hours of work are 37 per week but part-time hours will be considered. The role is a blend of office, on-site and home working and the Authority's flexible and homeworking arrangements can apply to this role. We expect all new staff to come into work during their probationary period to ensure they learn the role and connect with colleagues.

Probationary period: The appointment will be subject to a probationary period of up to 16 weeks, with a possible extension of a further 4 weeks when the employee has almost, but not quite, reached the standards required.

Leave entitlement: The annual leave entitlement is 30 days plus bank holidays (pro rata if part-time). The leave year is from 1 April to 31 March. You are entitled to a proportion of annual leave if you are employed for part of the year.

Pension: The post is superannuable under the Local Government Pension Scheme, and you will automatically be admitted to the pension scheme but can choose to opt out.

Privacy, Data Protection, Equity and Right to Work in the UK

Privacy and data protection

We process personal data relating to those we employ for employment purposes, to assist in the running of the authority and/or to enable individuals to be paid. The collection of this information will also be of benefit in improving the management of workforce data; enabling development of a comprehensive picture of the workforce and how it is deployed; informing the development of recruitment and retention policies; allowing better financial modelling and planning; and enabling monitoring of selected protected characteristics

The personal data includes identifiers such as name, date of birth, payroll employee number, personal characteristics such as gender, disability, and ethnic group, plus qualifications, performance, and absence/occupational health information.

We will not share information about you with third parties without your consent unless the law allows or requires us to, or we are required to share it to manage your employment contract with us. When we do share your data, it will be via encrypted email software or password protected files.

We are required to share some of your personal data with:

- HMRC
- Outsourced HR and Payroll Services (currently with Somerset Council and Devon County Council)
- Peninsula pensions who administer the Authority's pension scheme
- Local Government Audit and fraud detection teams

We store information relating to job applicants for 6 months and for employees for 6 years post-employment. Data is stored electronically on ENPA servers. The employee records have access restrictions meaning only HR staff can view and process it. Physical records are stored in the HR office within locked filing cabinets.

WR Group (WRG) provides ENPA with a recruitment system to manage its recruitment and advertising services. In relation to the General Data Protection Regulations, ENPA is the Data Controller. As the Data Processor, WRG will process personal data on behalf of ENPA, only for the purposes of carrying out the Services Agreement.

If you require more information about how we store and use your personal data or would like to request that your details be removed, please contact the HR Officer.

Equity

Exmoor National Park Authority intends to ensure that no employee or job applicant should receive less favourable treatment than another on grounds of sex, marital status, age, racial origin, disability, sexual orientation or political or religious belief. Its recruitment practices will exclude all assumptions, preferences or judgements that are not strictly job-related. Information provided will be treated as confidential.

The Authority is a [Disability Confident](#) accredited employer, is a signatory on the [Charter for Employers Positive about Mental Health](#) and has signed the Menopause Workplace Pledge. If you require information about this post or an application form in a different format or would like help to access the recruitment process, please contact Ellie Woodcock 01398 322231 or email ewoodcock@exmoor-nationalpark.gov.uk

Working in the UK

Anyone recruited to work in the UK must have the right to work before employment starts. British and Irish citizens can usually prove this through acceptable documents, while many other applicants will need to evidence their immigration status, often using the Home Office online right-to-work checking service.

Exmoor National Park Authority does not currently hold a sponsor licence. If a successful applicant requires sponsorship to work in the UK, the Authority will need to consider whether the role and applicant meet the relevant visa requirements and whether to apply for a sponsor licence. Employment could not commence unless the individual has valid permission to do the work in question.

Before any offer of employment is confirmed, the Authority will carry out right-to-work checks in line with current Home Office guidance. Applicants should refer to the latest [GOV.UK](#) guidance on proving the right to work in the UK and visa/immigration requirements.

How to apply

Please complete and submit the online application on Webrecruit by clicking on the link to apply on our Jobs pages on the Website. Please ensure you address all elements of the responsibilities and knowledge, skills, and experience. **Please note that we do not accept CVs.**

If you want to apply in a different way, please contact the HR Officer to discuss an alternative arrangement - Ellie Woodcock – 01398 322231, ewoodcock@exmoor-nationalpark.gov.uk

Closing date for applications: 23 November 2026 (midnight)

Interviews are planned for: 2 December 2026