

Greenspace Development Officer

Service	Reporting to	Location	Grade
Parks and Streetscene Development	Service Manager Parks and Streetscene Development	Hybrid	3A

About the role

The post holder will bring a detailed understanding of the service and act as an ambassador for the City Council, placing customers at the centre of delivery and representing the Council at external events. They will lead the development and implementation of greenspace management plans in collaboration with communities, volunteers and partners, promoting inclusive enjoyment of parks and green spaces and ensuring effective publicity through close work with Corporate Communications. The role includes preparing funding bids, producing project reports, and maintaining strong working relationships with Elected Members, internal colleagues and external organisations. The post holder will plan and procure contract works, support Green Flag Award submissions, and oversee biodiversity, nature recovery and green corridor initiatives, engaging stakeholders to foster behaviour change and environmental awareness. They will support sound budget management, fulfil all duties in line with the Council's Equal Opportunities, Health and Safety and Community Strategy policies, and undertake any other responsibilities commensurate with the level of the post.

- To have an in depth knowledge and understanding of the service
- To be an ambassador of the City Council and putting customers at the heart of service delivery and representing the City Council at external events
- Develop and deliver greenspace management plans for parks and greenspaces in collaboration with the local community, volunteers and partners.
- To promote the use and enjoyment of greenspaces by all the community, through appropriate publicity and information, in accordance with appropriate guidelines.
- Develop funding bids to support additional projects within greenspaces
- To produce project reports to keep all parties up to date with project progress.
- To develop and maintain good working relationships with Elected Members, Officers from other Directorates, partners and external organisations.
- Assist in exercising effective budgetary control over all relevant budgets.
- The post holder must carry out their duties with full regard to the City Council's Equal Opportunities, Health and Safety and Community Strategy policies.
- Supporting a programme of successful Green Flag Award submissions maintaining and expanding the current target, engaging with key stakeholders to ensure positive

partnership working and contractors to ensure open spaces are being maintained to a high standard.

- Work in close partnership with Corporate Communications to ensure that community projects and consultation events are well publicised and thereby well attended and assist with public consultations on greenspace projects.
- Plan and procure contract works to deliver greenspace development and landscaping projects.
- Work to enhance and extend the Green Corridors to link together strategic wildlife routes across the City.
- Undertake the management of biodiversity/nature conservation and nature recovery strategies relating to blue infrastructure, parks, green spaces and allotments.
- Develop partnership working with residents and stakeholders to influence behaviour change to create awareness around biodiversity and environmental based themes.
- To undertake any other such duties that are reasonably commensurate with the level of this post

Key outcomes

Key Outcomes

The postholder will be expected to deliver the following outcomes:

- Annual Green Flag Award submissions completed to a high standard, maintaining and expanding the current target through effective engagement with key stakeholders and partners.
- Successful development, planning and procurement of contract works to deliver high-quality green and blue space improvement projects.
- A well-structured annual communications plan produced in partnership with Corporate Communications, ensuring strong promotion of greenspace projects, events and consultations.
- Effective development and implementation of biodiversity, nature conservation and nature recovery strategies across blue infrastructure, parks, green spaces and allotments.
- Evident positive enhancement of greenspaces, improving public enjoyment and supporting thriving habitats for wildlife.
- Strong, productive relationships built with residents and stakeholders, leading to measurable behaviour change in support of biodiversity and environmental objectives.
- Income-generation opportunities identified and maximised to support additional investment in greenspaces.
- Relevant legislation, policies and standards consistently understood and applied across all areas of work.

What we need from you

Skills and Experience

- Strong knowledge of the service area and the relevant legislation, with the ability to apply this effectively in practice.
- A values-driven approach, consistently modelling the Council's values and leadership behaviours – Pride, Passion, People and Personal Responsibility.
- Excellent communication skills, both verbal and written, with the ability to engage confidently at all levels internally and externally, manage conflict and support constructive resolution.
- Initiative, confidence and accountability in decision-making, demonstrating personal responsibility in all aspects of the role.
- A clear understanding of the local context, with the ability to identify needs and develop outcomes-focused solutions.
- Flexibility and adaptability in response to business needs and changing priorities.
- A commitment to excellent customer service, delivered with clarity, conviction, enthusiasm and integrity.
- Strong organisational skills and the ability to use initiative to manage competing demands effectively.
- Well-developed analytical skills to support the development of campaigns, plans and evidence-based decision making.
- Effective project management capabilities, with the ability to plan, prioritise and coordinate your own workload and that of others.

Personal Qualities

- A positive, collaborative and community-focused approach.
- Ability to motivate and support people from diverse backgrounds.
- Strong planning and organisational skills with attention to detail.
- Flexibility to support occasional weekend and out-of-hours work.
- Commitment to equality, inclusion and high-quality public service.
- An interest and understanding of the natural environment

What we can offer you

Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

Online learning

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

Professional Development

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](#) website.

Tailored Development

A training budget will be available for specific training needs associated with the role development.

A digital organisation

Developing your digital skills

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea website](#).

Sharing your digital skills

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme you will join hundreds of staff members who already are digital eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

Our organisation's values

We have four values: Pride, Passion, People, Personal responsibility.

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

Our values



Pride

Passion

People

Personal responsibility

Application guidance

We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.

Role details

Completed by: Jo Regan

Date: 27/11/2025

Job code:

Job score:

Date of evaluation:25/11/2025