

Landscape Architect / Senior Landscape Architect – Grade 10-12

Job purpose

At Kirklees we want to be innovative and creative in the way we work to deliver our services to our communities. We know we have challenging times ahead, so we are always looking for better and smarter ways to work.

In Operational Services our Landscape Architects / Senior Landscape Architects are on career grades and their duties and level of responsibility will vary according to the grade and demonstration of standards required. This job profile reflects that you will be expected have professional technical knowledge, experience and competence to be able to initiate and commission works, deliver routine or major projects, provide technical advice, adhere with statutory regulations and procedures and work effectively with a wide range of partners. You will be expected to ensure that council objectives for improved landscape design and environmental management are an integral part of work to deliver, develop and support sustainable solutions and commercial opportunities.

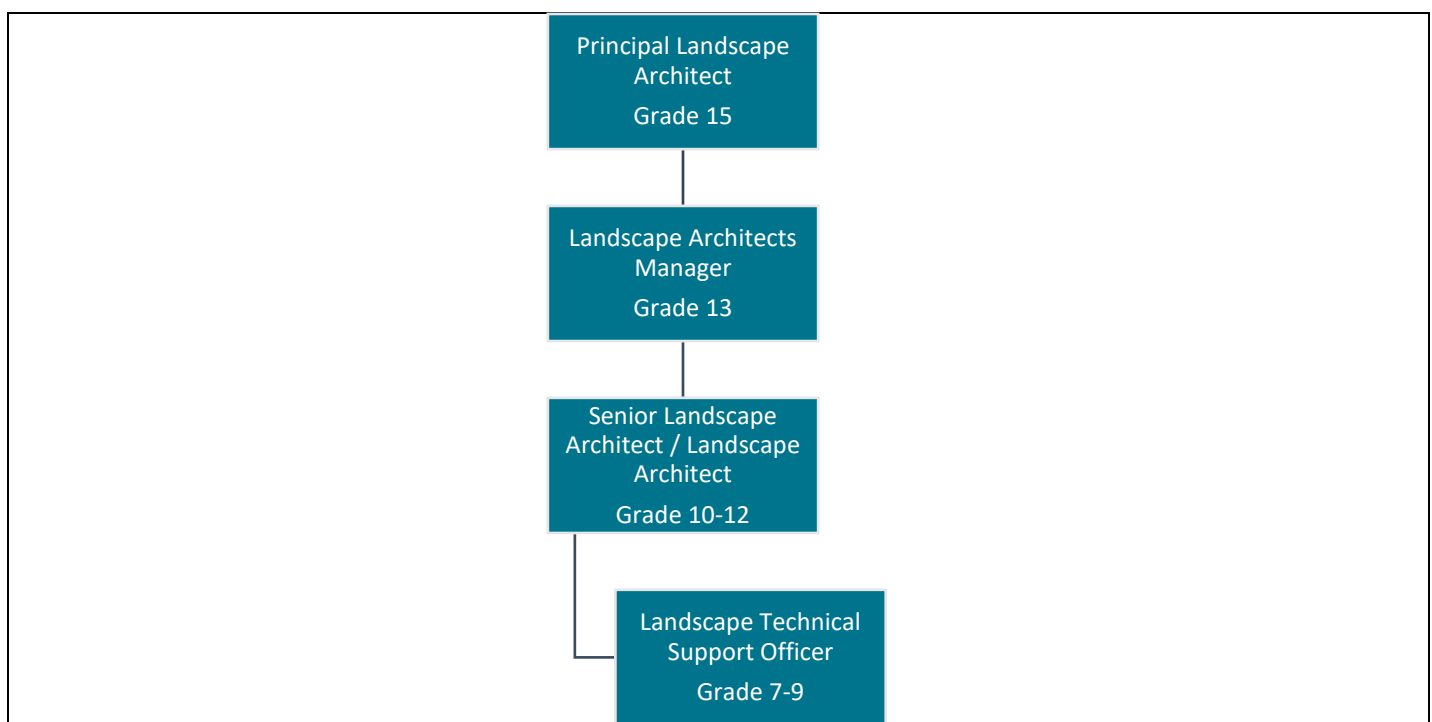
This role is based within Environment & Climate Change. Find out more about [working for Kirklees](#).

Key areas of responsibility

- Working as part of a team reporting to the Senior Landscape Architect, you will take professional responsibility for a range of capital projects involving multi-disciplinary and single disciplinary design teams for the delivery of high-quality landscape design services.
- You will ensure professional standards and legislative requirements are met, adhere to expectations for projects and to ensure works are delivered on time and within budget.
- You will lead the delivery of a range of design projects involving planning and landscape design. You will effectively manage, distribute, program works, deploy resources to ensure objectives and targets are met.
- Ensure full compliance with statutory requirements, codes of practice and quality design. You will ensure stakeholder engagement, equality, inclusion, and council policy objectives to improve design and reduce environmental impact concerns are integrated within design, technical support, or advice.
- Keep up to date with developments in your professional field and organisation expectations to ensure this is part of the continuous provision of high-quality services.
- You will need to work proactively with a variety internal and external teams, customers and stakeholders and maintain professional relationships. You will deal effectively with complaints, support investigating issues, review of standards and provision of responses and feedback.
- You will be expected to support the research and development of commercial opportunities. You will work in partnership with a range of stakeholders to spot opportunities and solutions.
- You will be expected to lead specific projects and have a portfolio of work
- You will liaise with clients and stakeholders and represent the services at meetings, working groups and a variety of forums, where your professional expertise will be key.

- Design hard and soft landscapes improvements to Kirklees' public realm and ensure the provision of technical support, expertise and advice to individual clients and stakeholders for landscape designs and planning applications.
- Effectively manage and monitor activities, projects and the progress of commissioned works undertaken by you, or through consultants, of works to achieve objectives.
- Ensure compliance with legal requirements, expected standards and requirements for consultation.
- Work with partners both internally and externally to deliver projects and support environmental management and council agendas.
- Undertake option appraisals, feasibility studies, consider resource needs and costs to meet customer requirements. Commission briefs and produce designs & contracts using AutoCAD or other design software.
- Ensure planning supervisor, designer, and client agent duties under CDM are followed as required and measures are in place to manage Health and safety risks.
- Ensure information is maintained for the effective management of projects & Landscape trading account.
- Prepare reports, including recommendations.
- Attend meetings, resolve problems & explain technical details. Deputise for the Senior Landscape Architect as required.
- Provide professional guidance and undertake research and development work. Support internal and external marketing initiatives.
- Provide information and reports to assess performance and contribute to changes.
- Provide support and guidance to peers and new or less experienced members of the team.

Position of job in organisational structure



Employee Specification

Knowledge, qualifications, skills and experience	Shortlisting criteria
Degree & Diploma in Landscape Design or equivalent in a skill relevant to landscape with significant post qualification experience in a Landscape role and registered Member of the Landscape Institute (MLI)	Essential
For higher grades you will be working toward becoming Chartered or be Chartered.	Essential
Proven knowledge of construction related Health and Safety Legislation including an understanding of CDM regulations. Able to ensure safe systems of work are in place.	Essential
Proven project management experience and demonstration of using project methodology to deliver interrelated activities to meet tight deadlines & priorities	Essential
Detailed understanding of legislation, codes of practice, Government, National and Regional agendas relevant to landscape design, planning and environment management.	Essential
Knowledge and expertise in IT applications and relevant software such as AutoCAD.	Essential
Commercial management, business/financial skills and experience of procurement process, contract preparation, managing contracts and performance.	Essential
Experience of working in large organisations or with teams, managing projects and relationships, including advocating course of action and hard and soft landscape design skills.	Essential
Ability to set programs of work, be responsive to meet deadlines and monitor the achievement of objectives.	Essential
Ability to manage staff and resources effectively to meet key performance objectives.	Essential
Ability to communicate effectively with a wide range of people at all levels and be co-operative with clients.	Essential
Knowledge of Local Authority standing orders, financial regulations & procurement options would be desirable.	Essential
Prepared to attend meetings that are occasionally out of office hours or at weekends.	Essential

Behaviours and expectations

The right behaviours and attitudes are as important to us as the skills you bring to the job. We expect all our employees to demonstrate the following behaviours:

- Positive
- Honesty
- Respectful
- Flexible
- Communicative
- Supportive

You will also promote and be a role model of the Council's expectations of a New Council Employee within the organisation. This role is at level 2. Find out more about [Council Behaviours and Expectations](#).

General information

See your responsibilities related to [Safeguarding](#).

This Job Profile is intended to provide an understanding and appreciation of the responsibilities of this particular job. It is not possible to specify every detail and we expect you to work flexibly within your skills, knowledge, experience and grade of this job.

For Office Use Only:

Job Category	Environment & Climate Change	Grading ID	14741 15420
Job ID	80100733	Last Updated	November 2020
Job Focus	No	Career Progression	Yes

Contractual Variants

DBS Category	No	DBS Type	No
Health Check	No	Politically Restricted	No
24/7 working	No	Public Holidays	No
Night Working	No	Alternating Pattern	No
Standby	No	Other	No
Checked by HR			