Context statement

To accompany job description and person specification when required

Job title: Technical Officer/ Senior Technical Officer
Grade:
Job evaluation reference:
Job family: Community and Public Protection

Organisation Structure
Reporting to: Team Leader – Environmental Protection
Responsibility for: N/A

Context of Work

The post holder will be working for the Environmental Protection service for Dorset Council, and will form part of a team of professional officers who enforce statutory requirements relating to environmental quality and public health. Environmental Protection consists of three teams, one specialising in animal welfare and dog control and the other two in environmental quality and public health.

The post holder will work in a team that cover environmental quality and public health regulations and have a caseload of reactive and proactive work. They will work within a soft geographical boundary that covers half of the Dorset Council geographical area but they will be expected to be flexible and cover other areas as required.

Officers will be involved in;

- Air Quality Monitoring - assessments and reports including statutory returns.
- Contaminated Land – either through the planning application process or through identification and remediation of land posing a significant risk to public health
- Private water supplies – through water sampling analysis, risk assessments and remedial action. Circa 100 per year
- Permitting – inspection, issuing and monitoring of permits to relevant industrial processes.
- Public health – including arrangements for public funerals and dealing with filthy and verminous or infested premises
- Statutory Nuisance – the full range of complaints on nuisance or health issues. Circa 5000 per year

Technical officers may manage cases that are complex or contentious but under the guidance of EHOs or the Team leader. Technical Officers will act as a lead officer in an allocated field and be expected to provide appropriate assistance and guidance in this specialism.

The role will include preparing reports and recommendations on enforcement actions for consideration by the Team Leader/Service Manager and the post holder will have due regard to the Council's enforcement policies. They will represent the Council in Court proceedings as necessary

The posts have no formal line management responsibilities, but will be expected to work with contractors and provide supervision and support to new or less experienced staff.

The post holder will have knowledge of the relevant public health and environmental law. They will have a working knowledge on policies and procedures and will assist with reviews and revisions as necessary.

Travel Requirement
This position has a significant travel requirement. This means that there is a requirement for a vehicle (or transport deemed to be suitable by the Council) to be available on most working days in order to carry out normal duties. Employees in positions with a significant travel requirement are required to provide a replacement vehicle if their usual vehicle is not available over an extended period.

Other information

The job description is for a post spanning two levels, grades 9 and 10. For those appointed at the lower grade there may be the opportunity to advance to a higher grade as qualifications and/or experience increase, but this is not guaranteed and will depend on service need. The job title at grade 9 will be Technical Officer and grade 10 will be Senior Technical Officer.

At grade 9, post holders will undertake more routine tasks or be without proven experience and skills in investigation and enforcement.

At grade 10 post holders will undertake more complex and significant tasks and will be expected to prepare casefiles and reports without supervision. Post holders at this level will regularly lead internal project teams on particular tasks and represent the council on their own at external meetings and will have one of the following qualifications required for the Senior Technical officer. Post holders would normally be expected to have an additional qualification in a relevant speciality.

In addition to the requirements set out in the person specification, applicants are expected to have:

- A benchmark of 5 GCSE's (or equivalent) including Maths and English at grade C (Essential)

- Experience in regulatory enforcement/ local authority or similar (essential)

- Level 5 Degree / Diploma in Environmental Health including up to date competence for the role and full CPD record. (desirable)

The ability to converse at ease with customers and provide advice in accurate spoken English is essential for this post.

Context statement prepared by:			
Service Manager	Janet Moore	Date	13/03/2020