



Active Travel Officer - Safer Travel x 2

Salary: Band 8 - £36,363 - £39,151 p.a.

Hours: 37 hours per week

Contract: Permanent

The Service

We are the Safer Travel Team, which forms part of the City Council's Economy, Transport & Planning Directorate. We focus on achieving the vision and objectives of the Portsmouth Transport Strategy through behavioural change and project management. We work to engage with the residents and stakeholders of the city to implement positive change that will provide long term benefits to resident's health, safety and wellbeing.

As part of the Safer Travel Team in the Transport Service, you will be involved in ambitious schemes defined by the Local Transport Plan and successful external funding bids, that will transform Portsmouth, drive growth, strengthen communities, celebrate the city's skills and heritage, and draw on new innovations and technology.

We aim to produce exemplar work, through recordable and monitored processes, to a high standard, that others aspire towards.

What is the role?

This role is responsible for the delivery of cycling and walking schemes and support with the maintenance of Public Rights of Way that support the authorities plans to increase levels of active travel, implementing solutions to varied and complex issues and queries raised.

Reporting into the Safer Travel Manager Strategic Lead for Active Travel, you will be responsible for:

- Project managing the design and delivery of small-scale engineering schemes for active travel modes in conjunction with the Network Management and Infrastructure Teams.
- In conjunction with the Safer Travel Manager and the Strategic Lead for Active Travel, supporting the development of strategic and policy frameworks for active travel modes within the city.
- Providing customer focused advice and responding to enquiries relating to active travel to a wide range of audiences, both internally and externally.
- Using excellent communication skills, and working with internal and external stakeholders as required, leading on effective behavioural change campaigns and initiatives.
- Conducting monitoring on scheme effectiveness, and implement changes as required.

- Advancing the position of active travel modes within the city through the development of effective working relationships with the public, other local authorities, and key stakeholders.
- Remaining up to date and compliant with all relevant guidance and legislation, organisational procedures, policies, and professional codes of conduct in order to uphold standards of best practice.
- Representing active travel in Portsmouth through attendance at national and regional events as well as local meetings.
- Engaging and consulting with Members, community groups and residents on active travel needs and proposed solutions.
- Supporting with the maintenance of the Definitive Map and Statement of Public Right of Way and implementation of the Public Rights of Way Improvement Plan.
- Liaising with other service areas on Public Rights of Way issues, ensuring an up-to-date GIS database for Rights of Way and sign posted routes.
- Supporting with investigations and processing of applications for Rights of Way.

Who is the person?

You need to have:

1. A relevant degree or relevant work experience.
2. Excellent written and oral communication skills are essential. The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post.
3. Required to have a team player ethos.
4. Appreciation of active travel as part of the wider transport debate. Including awareness of national guidance and standards and the national 'bigger picture', including who the key stakeholders are and what roles they take.
5. Communicates verbal messages clearly, concisely and at a level appropriate to the audience. Has the ability to represent the authority at internal/external meetings and recognizes our customer service role.
6. The ability to work independently and proactively, along with the ability to prioritise. Able to make decisions and think through complex and conflicting issues. Able to manage competing priorities.
7. Experience of dealing with project and financial management.
8. The ability to think outside the box, to provide and deliver creative, realistic solutions to complex problems.



9. A customer focused approach to work which promotes your passion to deliver excellent service and continuous improvement on transport issues for the City's residents.
10. The ability to work and manage under pressure and meet deadlines as appropriate.
11. A working knowledge of Microsoft applications and good general IT skills.

Additional information

General Data Protection Regulation (GDPR)

As part of any recruitment process, Portsmouth City Council collects and processes personal data relating to job applicants. Portsmouth City Council is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations under the General Data Protection Regulations (GDPR).

Completing and sending an application in for a vacancy is your consent for us to process your data for the purpose of recruitment. Your data is not used in any other way and you can withdraw your consent at any point in the recruitment process and we will destroy or delete your information.

For more detailed information on what we collect, how we use, store, delete data and your rights you can access a privacy statement on our Job board.

You will need to demonstrate that you have the Right to Work in the UK. No post will be offered without it.