



City of Bradford Metropolitan District Council Job Profile

Reference Number	50233085
Role Title	Programme Manager – Nature Towns and Cities
Directorate	Growth
Service Area	Planning Transportation & Highways
Reports to	Saira Ali, Team Leader, Landscape Design & Conservation

Role Purpose (maximum of 3 points, with no sub bullet points)

An experienced, passionate and highly organised Programme Manager to lead the delivery of the Nature Towns and Cities: Bradford's Green Blue Steppingstones (BGBS) programme. This flagship project aims to transform access to green and blue infrastructure across Bradford and its surrounding towns, enhancing biodiversity, promoting health and wellbeing, and inspiring community action.

The Programme Manager will coordinate a multi-stakeholder programme focused on habitat connectivity, climate resilience, and inclusive community engagement, and will oversee project planning, delivery, evaluation, and reporting while collaborating closely with community partners, landowners, public bodies, and technical experts.

The Programme Manager will help to co-ordinate the workload of Bradford's Nature Towns and Cities team.

Duties and Responsibilities (maximum of 15 points, with no sub bullet points)

- Lead the delivery of the BGBS project, ensuring alignment with its strategic goals, timelines, and budgets.
- Build and maintain relationships with a wide range of stakeholders, including local authorities, environmental groups, landowners, community organisations, and educational institutions.
- Coordinate the co-design and implementation of blue-green infrastructure interventions across identified sites.
- Manage communication and engagement strategies to ensure wide community participation, especially from underrepresented groups.
- Oversee monitoring, evaluation, and reporting to funders and partners.
- Ensure the conditions of the Nature Towns and Cities Grant Award are met.
- Support the planning and delivery of dissemination activities, including public events, a national conference, and educational outreach.
- Ensure risk management, compliance, and best practices in sustainability and equity are integrated throughout the programme.
- Programme manage staff resources or contractors as required, and foster a collaborative, inclusive team culture.
- Oversee Bradford Council's application for the Nature Towns and Cities Accreditation scheme.

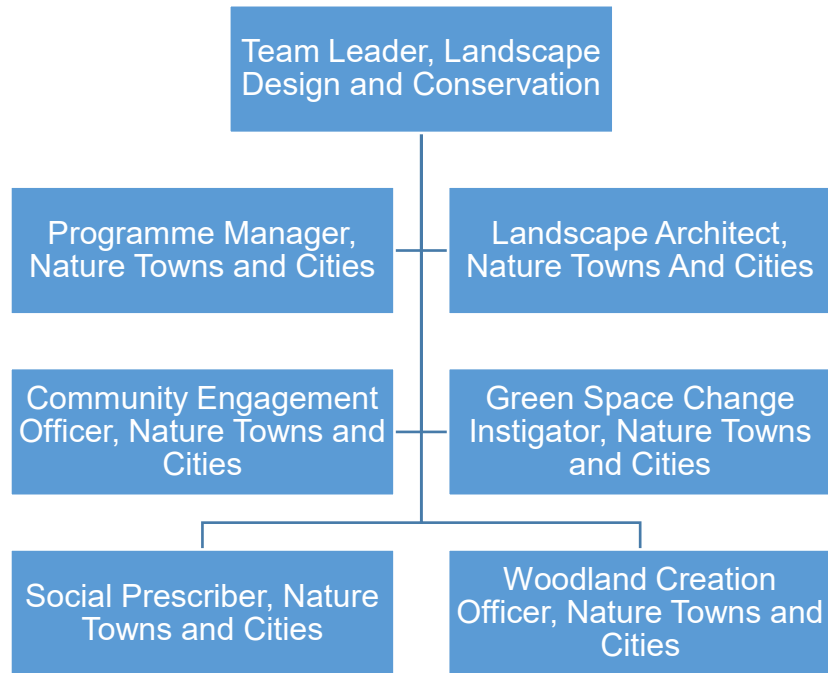
Dimensions of role (direct or indirect as applicable) e.g. total number of staff managed, total budget, total scope of role

Nature Towns and Cities: Bradford's Green Blue Steppingstones (BGBS) programme has a budget of £950k (including a grant of £850k administered by the National Lottery Heritage Fund on behalf of the Nature Towns and Cities partners the National Lottery Heritage Fund, the National Trust and Natural England) and will run until June 2028. The Programme Manager – Nature Towns and Cities will be responsible for agreeing the delivery of the BGBS project and ensuring that the approved purposes of the funding are met.

The Approved Purposes of the funding are:

1. Attendance and participation in regular online network events and cohort learning sessions, to contribute to cohort working and to attend in-person visits to learn from other projects. This is anticipated to be a day a month for the duration of your project.
2. Develop a pipeline of possible capital project interventions, identifying areas for investment, conducting feasibility studies, developing detailed project proposals, and preparing projects for funding.
3. Acknowledge funding using Nature Towns and Cities branding in all printed media, website and social media output, and in all formats.
4. Commission a Green and Blue Infrastructure (GBI) Strategy to provide an understanding of the assets, define the network, and provide evidence to support policies within BMDC's Local Plan. It will identify gaps in provision and support partners in developing projects to provide new and enhance existing GBI. A new Parks and Green Spaces Strategy, will align plans for management and maintenance, ensuring that GBI is integrated into future planning.
5. In partnership with Bradford Institute for Health Research, mapping and evaluating the public health and wellbeing benefits that arise from access to GBI in Bradford. The data will assess the relationship between green spaces and public health, identify health disparities and measure specific health outcomes.
6. Evaluate sustainable models for maintaining GBI, assessing current approaches and explore alternative models.
7. Deliver social-prescribing using nature-based interventions. Create clear referral pathways to offer guided walks, community gardening, nature therapy, or volunteering as a way for individuals to engage with green spaces for health benefits.
8. Develop educational resources to integrate nature education into school curriculums. Creating activity books, interactive guides, digital resources, toolkits and developing workshops and outdoor experiences to directly engage children with nature.
9. Create capacity-building initiatives, such as facilitating partnerships, offering training and disseminating best practices that aim to empower local community partners to engage with and take ownership of GBI.
10. Evaluate and develop habitat banks and biodiversity net gain credit use, as a mechanism to fund and sustain green infrastructure, support biodiversity recovery, and deliver long-term environmental and social benefits.
11. Engage major urban landowners such as Yorkshire Water, faith groups, NHS, and schools to unlock potential underutilised or strategically located land for nature-based interventions.
12. GIS mapping to create more joined up habitat networks, using data in the 2021 Bradford Council Open Space Audit and collating qualitative and quantitative site assessments of habitats.

Structure Chart (showing direct reports)



Person Specification

Knowledge / Skills / Experience required

Essential:

- Proven experience managing complex, multi-partner projects in environmental, regeneration, or community sectors.
- Strong project planning, budget management, and reporting skills.
- Excellent interpersonal and communication abilities; confident engaging with a broad audience.
- Knowledge of nature-based solutions, green infrastructure, climate resilience, or urban biodiversity.
- Experience working with or in local government, the third sector, or community development.
- A commitment to inclusion, equity, and empowering communities.

Desirable:

- Understanding of planning policy, environmental design, or land management.
- Experience with social prescribing, health, and nature-based wellbeing projects.
- Familiarity with Bradford or similar urban and peri-urban landscapes.

Key benchmarked competencies, traits and motives required to successfully deliver the role. These will support recruitment, succession planning, development and performance management		Essential
Health and Safety	Uses knowledge of Health, Safety policies, procedures and regulations including risks in own area of work	Yes
IT Packages	Uses a range of complex IT packages relating to area of work	Yes
Service Improvement	Ability to adopt a process of continual improvement and suggest ways of working more efficient and effectively to improve service delivery	Yes
Continued professional Improvement	Carries out a variety of working practices, applies complex regulations, rules, procedures and processes across a technical /specialist area	Yes
Communication	Knows and understands how to use, interpret, handle and communicate, often complex and detailed information, and relay it to service users/stakeholders in writing and/or over the telephone / face to face.	Yes
Numeracy & Literacy	Demonstrates a high level of numeracy, literacy and accuracy across a range of activities	Yes
Relevant Professional Qualification	Educated to Degree/Graduate level in a relevant discipline and member of a relevant professional body	Yes
Carries out performance management	Covers the employees' capacity to manage their workload and carry out a number of specific tasks accurately and to a high standard.	Yes
Communicates Effectively	Covers a range of spoken and written communication skills required as a regular feature of the job. This includes exchanging information/building relationships, giving advice and guidance, counselling, negotiating and persuading and handling private, confidential and sensitive information.	Yes
Carries Out Effective Decision Making	Covers a range of thinking skills required for taking initiative and independent actions within the scope of the job. This includes planning and organising, self-effectiveness and any requirements to quality check work.	Yes
Undertakes Structured Problem-Solving Activity	Covers a full range of analytical skills required for gathering, collating and analysing the facts needed to solve problems. This includes creative and critical thinking, developing practical solutions, applying problem solving strategies and managing interpersonal relationships.	Yes
Operates with Dignity and Respect	Covers treating everyone with respect and dignity, maintains impartiality/fairness with all people, is aware of the barriers people face.	Yes
Practices Appropriate Leadership	Our managers motivate their staff to exceed expectations through raising their awareness of goals and moving them beyond self-interest for the sake of the team or service. They consider serving the District in all that they do.	Yes
Operates with Strategic Awareness	Our managers work with corporate priorities and policies in a joined up way with others, internally and externally. Works democratically, transparently and accountably.	Yes
Delivering Successful Performance	Our managers monitor performance of services, teams & individuals against targets & celebrate great performance. They promote the District's vision & work to achieve Council's values & agreed outcomes.	Yes
Applying Project and Programme Management	Our manager's work to ensure that outcomes and objectives are achieved within desired timescales, make best use of resources and take a positive approach to contingency planning	Yes

Developing High Performing People and Teams	Our managers coach individuals and teams to achieve their potential and take responsibility for continuous improvement. They champion the Council's values and goals	Yes
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Applicants with disabilities are only required to meet the essential special knowledge requirements (clearly marked)

Due to the Governments Fluency in English Duty for posts where employees speak directly to members of the public the postholder is required to meet the Lower threshold level.

You should be able to demonstrate that you can use a wide range of simple words and a standard English sentence structure to express and maintain a flowing conversation even though you pause to think of the correct words with the ability to express and make yourself understood (this will also be tested during the interview).

Completed by:	Saira Ali	Date:	31.10.2025
Quality checked:	Ian Poppleton	Date:	24.10.2025



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