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**The Roding Rises Project Manager and Catchment Partnership (CaBA) Host**

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| **Job Description** |

**Salary:**  Manager Band A, Level 1 £38,520 per annum

**Contract length:** Full-time position (35 hours per week) over 3.25 years from January 2026,with possible extension.

**Location:** Hybrid working from home and Thames21’s offices at the Guildhall, City of London and Bow Locks. On-site working as required throughout the Roding, Beam and Ingrebourne Catchment Area.

**Responsible to:** Thames21 Catchment Partnerships Manager

**About Thames21**

Thames21 is an environmental charity that works across London and the Thames Basin to deliver high-impact, nature-based solutions to the climate and biodiversity crisis by restoring rivers, while also connecting communities to their local green-blue spaces and inspiring long-term stewardship of them.

**Diversity at Thames21**

Equity, Diversity and Inclusion at Thames21 is key to our success, and as such, we employ staff from a diverse range of backgrounds. We believe this is crucial in ensuring that everyone has an equal opportunity and is not treated differently or discriminated against due to their characteristics. We value the voices of our individual employees and strive to work in a collaborative, innovative, and balanced way. The postholder must actively support this.

**Purpose of the job**

We are recruiting an enthusiastic and committed individual to fulfil the combined role of project manager for the Roding Rises project, and catchment partnership co-host for the Roding, Beam and Ingrebourne catchment partnership. The Roding Rises is an ambitious 3-year project funded through The National Lottery Heritage Fund that aims to deliver the following key outcomes:

1. **Raise the value** placed on the river Roding by the local community through a river connection programme of engagement events that will work with urban and rural communities throughout the Roding catchment.
2. **Raise protection** of the river Roding through a citizen science action programme, giving communities and catchment partners the data and knowledge to advocate for the river, and through a masterplan for the lower Roding, which will influence and inform future development.
3. **Raise the quality** of the habitat in and along the river through the delivery of a significant capital river restoration scheme and a catchment grants programme, so the river brings maximum benefits to both people and wildlife.
4. **Deliver a legacy** for the river Roding by integrating the outputs of The Roding Rises with ambitions of the wider catchment partnership and using the project as a springboard for leveraging further catchment-scale restoration work.

The Roding Rises Project Manager will work alongside a multidisciplinary Thames21 team to ensure each element of the project is delivered on time, within budget, and with maximum impact.

Within the role of co-host of the Roding, Beam and Ingrebourne Catchment Partnership, this position will help develop and advance the namesake catchment’s action plan through building the partnership, facilitating knowledge exchange between various partners, and working across the partnership to develop and successfully fundraise for river & catchment improvement projects.

**Main Duties and Responsibilities**

* Oversee the delivery of ‘The Roding Rises’ project, ensuring each work programme delivers its required goals on time, within budget and with maximum impact.

* Work with The Roding Rises admin and finance officer to ensure the smooth administration and reporting of the project.

* Develop and oversee the administration of The Roding Rises grants scheme.

* Support the Roding Rises Engagement, Evidence and River Restoration leads with the administration and coordination of their direct areas of work.
* Line manage and oversee the work of the Roding Rises Reporting and Finance Officer.

* Work with Catchment Partners and Thames21 support functions, to identify, scope and develop river and catchment improvement projects which are realistic and fundable, thereby enabling the implementation of the Catchment Partnership’s Objectives and Catchment Action Plans to meet national environmental objectives.

* Arrange, host and coordinate meetings for The Roding Rises and the Roding, Beam and Ingrebourne Catchment Partnership to share knowledge, news and project progress between stakeholders, including the production of agendas, minutes and actions.
* With support from Catchment Partners and Thames21 support functions, lead on the development of match funding applications for The Roding Rises project, and wider funding applications to enable the delivery of river improvement projects across the catchment partnership.

* Work with Catchment Partners and Thames21 support functions, to share information between partners and stakeholders to ensure that all interested parties are up to date with the latest information and knowledge of techniques, opportunities and developments in areas relevant to the Partnerships.

* Update Thames21 central record-keeping databases in line with GDPR requirements.
* Represent Thames2, the Catchment Partnership and The Roding Rises project at events throughout the catchment.

**Other Duties**

This job description cannot cover every issue or task that may arise within Thames21. At various times, the post-holder will be directed to carry out other reasonable duties in support of other Thames21 activities that are consistent with those in this Job Description.

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| **Person Specification** |

It is essential that in your application, you give evidence or examples of your proven experience in each of the following criteria, including the competencies.

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| **Knowledge, skills and competencies:** | **Essential** | **Desirable** | **Assessed by** |
| Relevant academic or professional qualification related to water/environmental science. |  | b | Application |
| Ability to work well within a team. | b |  | Application & interview |
| A good understanding of the environmental issues that face urban and/or rural rivers | b |  | Application & interview |
| A knowledge of partnership/stakeholder development | b |  | Application & interview |
| A knowledge of funders, what is fundable and how to fundraise for projects | b |  | Application & Interview |
| Strong skills in project and budget management and organisation | b |  | Application & Interview |
| Confident in public speaking and presenting | b |  | Application & Interview |
| **Experience of:** |  |  |  |
| A minimum of three years’ experience in a relevant field | b |  | Application |
| A proven track record of developing and fundraising for successful river improvement projects |  | b | Application & Interview |
| Experience of working with a range of partners (ranging from statutory organisations, local government, the voluntary and private sectors, community groups and landowners/farmers). | b |  | Application & Interview |
| Background of working with communities to achieve shared ambitions. | b |  | Application & Interview |
| Experience of project managing the delivery of large-scale projects with budgets of £1million + |  | b | Application & Interview |
| Experience of delivering a project funded by The National Lottery Heritage Fund |  | b | Application & Interview |
| Experience of hosting, facilitating and growing partnership groups. | b |  | Application & Interview |

**This role is ideal for those who:**

* Are looking for an opportunity to lead on delivering a strategically significant project within Thames21 that will bring real, on the ground benefits to rivers and their surrounding communities.
* Have strong organisational skills and would enjoy working as part of a small project team.
* Have strong people skills and enjoy working with a range of partners from farmers to NGOs, Local Authorities and Government Agencies.
* Are a motivated self-starter, who can work at pace.
* Enjoy identifying and driving forward projects to improve river catchments.
* Can quickly establish a clear vision and work towards delivering this.

**Additional Information**

* 25 days paid annual leave are available plus public holidays. Additionally, the Thames21 office is closed between Christmas and New Year's.
* Thames21 operate a flexitime system of working.
* Thames21 have an ‘Auto Enrol’ Workplace Pension Scheme with NEST (8% Employer Contribution).
* Interest-free season ticket loan or bike loan.
* 24/7 access to our employee assistance programme.
* Season ticket loan.
* Laptop & Mobile phone for company use.
* Opportunity to join a recognised workplace union with IWGB

**For more information on Thames21, please visit our website at** [**www.thames21.org.uk**](http://www.thames21.org.uk)**.**

To apply for this position, please email an up-to-date copy of your CV and a covering letter to recruitment@thames21.org.uk with the reference **PM1025** in the subject box of your email application.

The closing date for applications is: 16th November 2025

Interview dates: Week commencing 24th November 2025 (subject to change)

We appreciate the time you took to apply for this role, and we understand that it can be disconcerting when you don’t hear back from a position you have applied for. However, due to the high number of applications we expect to receive, we are unable to respond to or provide feedback on individual applications. Nevertheless, we want to manage expectations. Therefore, if you do not hear from us within 4 weeks of the closing date, please assume that your application has **not** been successful on this occasion.

Please advise in your application if you are happy for us to contact you for any future opportunities that may arise, should you not be successful in this position.

No agencies, please.