**Candidate Information**

**Job Title: Engineer, Wales**

|  |  |
| --- | --- |
| **Salary:** | Grade G:£32,145 per annum (pro rata for part time hours) |
| **Hours:** | Full time hours are 37.5 hours per week.  This job can be considered for full time or from 30 hours per week. We are very happy to discuss working hours to suit individual circumstances. |
| **Contract:** | Permanent |
| **Disclosure:** | Enhanced DBS is not required for this position as the post holder will not be working with children in educational settings |
| **Base:** | Hybrid with the flexibility to work from Cardiff hub or home based anywhere in Wales |
| **Travel:** | The focus of this role is in Wales. This role will involve regular travel which may occasionally include overnight stays. |
|  | A key part of being the Charity that makes it easier to walk and cycle is that most colleagues cycle, walk, wheel or use public transport for the majority of work their work journeys. We support this with access to a Sustrans pool bicycle and National Standards Cycling Training. |

**Job Specific Information**

This is an exciting opportunity to join our Design and Engineering team as an Engineer, working with local communities to reclaim streets as public spaces, creating healthier, happier, fairer places that are accessible to all.

We will support you to find a work-life balance that best meets your needs, that of your family commitments, as well as providing professional development opportunities. Flexible or reduced hours as well as job share, would all be considered for this role.

**Job Description - About the Role**

**Overview**

The post holder will work as part of a multi-disciplined team, on the development of high quality walking and cycling infrastructure with a focus on placemaking and co-design. This will include the development of innovative designs, developed through co-design, organising and participating in public engagement events, producing street designs and visualisations, working with Local Authority partners, undertaking site appraisals and contributing towards feasibility studies.

As a transport charity, the focus of the work will be on developing and delivering Active Travel projects aimed at encouraging higher levels of walking and cycling and the creation of Liveable Towns and Cities for all.

We enjoy working and growing together as a team, and value the contribution and expertise of all members.

**Where this role sits within Sustrans Cymru:**

The post holder will work within our Liveable Cities and Towns Design Team and will report to the Senior Engineer based in Cardiff. It is an opportunity to develop your design, built environment and project delivery skills within a world class active travel team. In your daily practice you will apply your academic knowledge in design, engineering and the built environment to developing real-world solutions that achieve Sustrans mission – to make it easier to walk and cycle for everyone.

**Key Responsibilities**

Responsibilities may include:

* To work within a multidisciplinary team, being responsible for undertaking scheme development from inception to project hand over.**­**
* To ensure diversity and inclusion are at the heart of everything we do.
* To manage small innovative design projects and deliver co-design workshops across whole communities.
* To produce technical drawings and urban realm designs taking on board community input.
* To produce project reports capturing project outputs and summarising results.
* To support in the evaluation of projects using a variety of methods. This might include surveys, observational data collection, traffic speed and volume counts and the use of AI video.
* To support and comply with the organisation’s policies for the management of Health and Safety including CDM 2015.
* To attend essential Sustrans training as required by the Charity.
* To ensure your own personal development by working to objectives set as part of the Charity’s appraisal process.
* To support and comply with the organisation’s policy and procedures relating to Equality, Diversity and Inclusion and apply principles of best practice in your own role.
* To support and comply with the organisation’s policies for the management of safeguarding.
* Any other duties consistent with the nature and grade of the role as agreed with the line manager.

*We don’t expect anyone to be an expert in all these areas and as long as you meet the person specification we can train you in any gaps.*

This role is the start of a career pathway to Chartered Professional status with the CIHT[[1]](#footnote-2), ICE[[2]](#footnote-3), LI[[3]](#footnote-4), UDG[[4]](#footnote-5) or similar professional body. We provide training for new-starters and will actively support continued professional development.

**Person Specification**

The following table sets out which skills, knowledge and experience applicants will be assessed against, both in the written application, and at interview.

**Top Tip - You should use the criteria in the table below as headings in the ‘Supporting information’ section of your online application form, and give an example from your experience under each item.**

Our website has a useful guide about how to make a great job application.

|  |  |  |
| --- | --- | --- |
|  | **Application Form** | **Interview** |
| **Specific experience required** |  |  |
| Experience in the design of the built environment including public realm or landscape projects | ü | ü |
| Experience in the production of technical drawings and specifications using design software. | ü | ü |
| Experience of working on projects with a significant level of community engagement and co-design. | ü | ü |
| Experience of project management | ü | ü |
| Experience of health and safety management. | ü | ü |
| Experience of contributing to project proposals and bid writing. |  | ü |
| Experience of supervising and mentoring colleagues. |  | ü |
| **Skills and Abilities** |  |  |
| Sound knowledge of guidance and best practice in healthy street design including inclusive design and holistic approach to design. |  | ü |
| Proven verbal and written communication skills tailored to technical and non-technical audiences. |  | ü |
| Proven problem solving capability requiring the application of acquired experience. |  | ü |
| An ability to develop creative design engagement exercises suitable for a variety of audiences including school children |  | ü |
| Strong organisational skills and ability to plan and prioritise own workload. |  | ü |
| Demonstrate openness, inclusiveness, sensitivity and the ability to interact respectfully with all people and understand individuals’ differences. | ü | ü |
| **Specific qualifications/ training required** |  |  |
| A degree in Civile Engineering, Urban Design, Architecture, Town Planning, Traffic/Highways Engineering, Landscape Architecture or other degree related to the built environment (or other equivalent experience) | ü |  |
| **Specific knowledge required** |  |  |
| Inclusive design: understanding the relationship between streets and social justice | ü | ü |
| Knowledge of best practice in healthy street design. |  | ü |
| **Other** |  |  |
| A passion for the development of the built environment according to the principals of sustainability, equity and inclusion. |  | ü |

This document does not form part of the contract of employment but does outline our expectations.

If we need to amend this document in the future we will consult with the post holder before doing so.

**Everyone at Sustrans**

**Our values guide us in everything we do:**

* Including everyone
* Having the courage to question
* Acting local, thinking big
* Getting things done, together
* Always learning.
* Sustrans has clear health and safety policies and it is essential that all our colleagues follow these. Very often our teams come into contact with young people through schools work or community engagement so it is everyone’s responsibility at Sustrans to comply with our Safeguarding policies.
* One of our key strategic goals is to be a charity “for everyone”, building a more diverse and inclusive Sustrans. We recognise there is much more we can do to bring together diverse life experiences and voices to enable us to more fully understand, access and represent the communities we work in. Everyone at Sustrans should support this goal and follow our Equality, Diversity and Inclusion policies and procedures.
* Sustrans asks that all our employees develop their skills, knowledge and experience through training and personal development activities. Sustrans will support you with clear objectives and a supportive management culture - our teams tell us that one of the great things about working for Sustrans is the learning and knowledge sharing opportunities.
* It is very important that our colleagues are happy and able to work with IT systems - we use Microsoft programmes and other databases every day (we will train you on our bespoke systems).
* It is also important that everyone at Sustrans supports and follows with the charity’s guidance on branding/key messages and contributes towards raising Sustrans’ profile.
* Everyone at Sustrans is required to work their contracted hours and record their time – if extra hours are worked then we can take time off in lieu.­
* We ask that everyone in Sustrans helps us to develop new opportunities for funded work and builds excellent relationships with our delivery partners and stakeholders.
* Two of our values are *we get things done, together* and *we’re always learning.* Managers often require their teams to get involved in activities that are outside of their job descriptions as we feel this is one of the ways you can learn on the job, develop new skills, make new contacts and progress your career with Sustrans.

1. Chartered Institution of Highways and Transportation [↑](#footnote-ref-2)
2. Institution of Civil Engineers [↑](#footnote-ref-3)
3. Landscape Institute [↑](#footnote-ref-4)
4. Urban Drainage Group [↑](#footnote-ref-5)