



## Walking Environments Development Officer

### Person Specification

<b>Essential Requirements of the post</b>	
<b>Work and other experience</b>	<ul style="list-style-type: none"><li>• Experience of direct delivery supporting communities and community involvement programmes.</li><li>• Experience of and ability to work successfully as part of a team.</li><li>• Experience of developing and maintaining effective working relationships both internally and externally.</li><li>• Experience of monitoring, evaluation and reporting on projects and initiatives.</li></ul>
<b>Knowledge and Skills</b>	<ul style="list-style-type: none"><li>• Ability to advise and support community groups and other stakeholders on inclusive access and path design and improvement projects.</li><li>• Knowledge of path managers guide to grading in Scotland and how to grade paths.</li><li>• Understanding of design and construction processes in relation to improvement of local paths within and between communities.</li><li>• Understanding of delivering capital and design projects within tight timeframes.</li><li>• Understanding of grant management</li><li>• Able to be flexible and adaptable to reflect changing business needs.</li><li>• Project management skills, with the ability to manage multiple projects simultaneously and meet deadlines.</li><li>• Excellent all-round communication skills and the ability to communicate clearly and concisely to a range of audiences.</li><li>• Able to contribute to reports and help present findings to a wide range of audiences.</li><li>• Strong collaboration and relationship building skills.</li><li>• Ability to demonstrate the impact of your work.</li></ul>

	<ul style="list-style-type: none"> <li>• Good knowledge of GDPR compliance and data protection best practice.</li> <li>• Possess organisational skills sufficient to autonomously manage personal work plan and day to day tasks.</li> <li>• Confidence and competence in utilising modern office, communications and IT skills in the Microsoft Office Suite.</li> <li>• Ability to work independently and in a team with a positive, problem-solving approach.</li> <li>• Awareness of the wider policy environment relating to Walking Scotland delivery and how it relates into practice.</li> <li>• A full UK driving licence is required as the role involves travel to meet applicants. While we follow the travel hierarchy, there will be occasions where travelling by car is the most efficient option.</li> </ul>
<p><b>Personal Qualities</b></p>	<ul style="list-style-type: none"> <li>• Commitment to Walking Scotland’s strategic vision and values.</li> <li>• Displays a professional approach to engaging with stakeholders.</li> <li>• Highly motivated, proactive, and results driven.</li> <li>• Flexible and adaptable mindset.</li> <li>• Positive attitude and open to feedback.</li> </ul>

**Walking Scotland  
June 2025**

**Your national walking and wheeling charity.**

Paths for All (known as Walking Scotland) is a Scottish charity, SC025535, regulated by the Scottish Charity Regulator (OSCR) and registered as a company limited by guarantee, 1068554.