



## Job Description

**Role title:** Principal Consultant  
**Reports to:** Associate Director  
**Grade:** Principal  
**Sector:** Freshwater  
**Division:** Freshwater Biology Consultancy

### Purpose / Scope of role

Freshwater biology has been established as an area of APEM expertise for many years. The Freshwater Biology Consultancy division delivers cutting-edge collection, analysis and interpretation of freshwater hydro-ecology data. We are passionate about using hydro-ecological data to provide our clients with evidence-based solutions. We find innovative ways to tackle environmental challenges with a particular focus on balancing environmental and anthropogenic needs for water.

You and your team will be responsible for winning and delivering a range of projects for the UK water and energy industries, and their environmental regulators. You will deliver high quality technical reports and work closely with the Associate Directors and other Principal Consultants to expand the Freshwater Biology Division, influencing and shaping current and future work streams, and expanding our customer base and service offerings.

### What success looks like in this role

Through mastering this role you will be able to deal confidently and professionally with clients, meeting quality, budgetary and time constraints for project delivery. You will mentor and coach your team members to develop and succeed in their roles. You will work collaboratively as part of the senior management team to drive forwards APEM's goals, working within a dynamic team of colleagues with cross-cutting expertise.

### Key Responsibilities

- To work closely with the Principals and Associate Directors to expand the business across the UK.
- To work closely with the Principals and Associate Directors to set and deliver the business strategies for the wider freshwater consultancy team.
- To lead and mentor a team of consultants and senior consultants to produce timely, accurate and high quality reports.
- To be responsible for part of the output of the wider consultancy team, reviewing and signing off reports, providing constructive feedback and coaching where required in order to achieve this.
- To be responsible for ensuring that all output is delivered to the highest standard, in line with timescales agreed with the client, within budget and to the highest technical quality.
- To work alone, with other internal teams and in partnership with external organisations on all aspects of tender preparation including scoping, writing proposals, setting budgets and developing work programmes.
- Project management of large scale projects with multidisciplinary teams based in various locations.



- Client management, successfully developing, maintaining and managing internal and external stakeholder relationships.
- To attend and present at appropriate business development events including networking events and conferences.
- Business development, including maintaining and extending relationships with existing clients as well as securing and managing new work.
- To carry out any additional activities that may be reasonably required or requested.
- To take reasonable care for the health and safety of yourself and others; make use of the tools, equipment, training and resources; and actively engage with colleagues at all levels to contribute to the continuous improvement of health and safety management.
- Complete mandatory health and safety training modules and any that are specific to your role.

### **Skills/Knowledge/Experience/Qualifications**

#### **Essential -**

- BSc or MSc degree in a relevant subject and at least five years' professional experience.
- Knowledge of policy, legislation and issues relating to freshwater ecosystems or water resources.
- Experience of working in a commercial consultancy environment.
- Excellent communication and report writing skills.
- Proven ability to lead, plan and deliver projects or work packages on time, to agreed quality standards and within budget.
- Experience of preparing proposals and tenders.
- Line management experience.
- Ability to review and sign off data analysis and reports written by others, providing constructive feedback and coaching.
- Strong, creative problem-solving, organisational and analytical skills.
- A valid driving licence.

#### **Desirable -**

- Experience of working with environmental, catchment or freshwater datasets, including geospatial and time series data.
- Proficiency with data analysis software such as R, ArcGIS/QGIS and PowerBI.
- Experience with stakeholder engagement and participatory approaches to catchment management.
- A relevant higher degree.
- Membership of a relevant professional body.

### **Our Values**

Our most important assets are our people who work here. We all work as one team and rely on each other. We wish to create a working environment to which our people are proud to belong, by maintaining our values at the forefront of everything we do. These values are:



- Integrity – We do the right thing
- Quality – Quality in everything
- People - We care
- Forward thinking – We focus on the future
- Positivity – We believe we can
- Fairness – We champion equality

### **Our WOW Factor**

When home became work, we learned that flexibility, understanding and balance allowed us all to move forward and grow together. So, no matter where you're based, the hours you keep, the toddlers you have to entertain, or outside interests that help with your wellbeing we're committed to our Ways of Working (WOW) with each other so we can continue to be our best.

### **You belong**

We recognise that everyone's story is different. The opportunities, experiences and challenges faced in life shape who we are, and we understand that these are the things that make us individual and unique. Embracing our differences means we're able to approach what we do from every angle. Inspiration and insight can come from anywhere, and no matter your history or choices in life, we empower our people to be their best, so we can be our best, together. **We welcome the whole you.**