

Date created: July 2023

Date updated: December 2024

**Job Description**

We are the public body that looks after England’s historic environment. We champion historic places, helping people understand, value and care for them.

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| **Job title:** | Historic Places Adviser  |
| **Department:** | Regions  |
| **Location:** | York |
| **Responsible to:** | Partnerships Team Leader |
| **Pay band:** | B |

The Partnerships Teamwill support local communities (including through local authority partners) in appreciating the significance of their local historic environment and its potential to deliver benefits for the community by promoting the effective use of the planning system at strategic and local levels, building capacity, engaging with communities to identify opportunities for enhancement, supporting networks and championing historic places.

**Overall purpose of the job:**

As part of this team, the Historic Places Adviserwill work with local authorities and partners to support the development of investable projects which will improve people’s lives by preserving or enhancing conservation areas, or repurposing and sustaining other heritage assets. They will make full use of Historic England’s expertise to add value to proposals, so that they can deliver well against funding scheme criteria and national planning policy objectives.

**Main duties and responsibilities:**

1. To take the lead on strategic discussions with the local authorities and other key partners, on the development and delivery of projects which use heritage to meet the Government ambitions, adding value to projects so that they can deliver well against criteria for available funding streams and wider policy objectives.
2. Supporting the development of holistic plans for the management and sustainable development of historic places which make full use of cultural and heritage assets. Using analytical, urban design and master planning skills to secure plans, which will deliver thriving places where culture and heritage is preserved and enhanced, and people feel pride in their place.
3. In liaison with colleagues, to support partners in understanding the significance of their local historic environment and its potential to deliver benefits for the community.
4. To work with the Stakeholder Engagement Advisor to support the development and maintenance of effective relationships with Local Authorities, other organisations and community groups to promote the sustainable management of historic places.
5. To support the delivery of the national and local Heritage At Risk strategies, in particular assisting with the application of resources to Conservation Areas at risk.
6. To contribute to the work of the Development Management team by providing expert advice where master planning/urban design skills are required.
7. To support the delivery of our Future Strategy, Corporate Plan, Historic England Places Strategy, Public Value Framework and other National and local strategies as agreed with line management, including working on specific projects.
8. To be an effective advocate for the benefits of local places of conserving heritage assets.
9. To undertake any other reasonable duties commensurate with the grade and competencies required of the post requested by line management.

Please note that the role:

* requires regular travel to sites not serviced by public transport.
* will require occasional attendance at community meetings which are usually held at evenings or weekends.

This is an outline description of the duties and responsibilities involved in the job. It is not exhaustive and may be revised from time-to-time.

**Person specification**

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| **Training, experience & qualifications** |
| * A degree or equivalent experience in planning, urban design or a relevant discipline
* A track record in managing positive change in places
* A track record in project development
* A track record of working constructively with Local Authorities, community organisations and developers
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| **Knowledge & skills** |
| * Knowledge of Government’s regional investment agenda and current regeneration policy and practice
* Awareness of the issues facing the historic environment
* Specialist knowledge of applying urban design principles to area-based strategies (e.g. master planning)
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| **Interpersonal skills** |
| * Good oral and written communication skills
* Ability to adapt communication styles to a variety of circumstances
* Ability to act as an authoritative and persuasive representative of Historic England at all levels including public speaking
* Excellent team-working skills
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Historic England is committed to providing equality of opportunity. If you have a disability or neurodiversity, we would welcome the opportunity to discuss reasonable adjustments to the job with you.