WILTS & BERKS CANAL TRUST

Patron: Her Majesty the Queen

Restoring 70 miles of Canal and towpath for the benefit of local communities, wildlife and leisure

Job Description - Branch Lead Engineer

Accountable to: Engineering Director

Purpose of role

- Take prime responsibility for all engineering design and supervision work within the Branch, acting as Principal Designer in accordance with the Construction (Design and Management) Regulations 2015 (CDM 2015) and working with the WBCT Projects Director, Project Managers and other officers and directors to achieve the project aims.
- To lead Branch Engineers and other volunteers working within the Branch.
- Engineering activity is to be devolved as far as possible to the Engineering teams working at Branch Level.
- This role enjoys Personal Indemnity Insurance cover provided by the Trust.

Major tasks and activities

- Carry out the tasks of the Principal Designer in accordance with Regulation 11 of CDM 2015
- Provide briefings on Branch engineering matters to DOE and Engineering Team when called for
- Provide engineering responses to planning consultations called by local authorities

Administrative aspects

- Assist in the maintenance of the Trust's Design Code document
- Maintain appropriate records of meetings, documents and drawings

In-house construction and restoration

- Ensure that all Branch Engineering Team members and other professionals who agree to undertake planning/design & construction supervision work on in-house projects, are professionally qualified, experienced and competent to do so
- Countersign any drawings and design calculations produced by Engineering Team members and other professionals
- Develop and authorise any Temporary Works Designs (TWDs) required for in-house projects

- Review Risk Assessments and Method Statements (RAMS) developed by in-house project teams
- Check that works are compliant with the designs, carrying out such inspections as necessary and declaring a Stop Work Order where appropriate
- Coordinate engineering support to the Project Managers when requested
- Externally contracted construction and restoration activity:
    - Advise the Director of Engineering on selection of suitable engineering consultants and contractors
    - Provide professional supervision of consultants and contractors engaged
    - Check outputs and endorse externally produced designs as being fit for purpose

Interfaces with

Internal	Engineering Director
	Specialist Technical Support Team
	Branch Chairs
	Project Managers
	Engineering Team
	WBCT members
External	Government and local authority officers
	Utilities
	External consultants/contractors
	General public

Qualifications and skills

- Chartered Engineer or Experienced Technician
- Member of the Institution of Civil Engineers
- Construction experience is vital; canal works would be an advantage
- IT skills to enable effective use of email, word processing, drawings and spreadsheets.

Safety Responsibility

Buildability, safety during construction and safety during operation and maintenance are of primary concern for the Branch Lead Engineer when approving works designs or Temporary Works.

This is a volunteer position with remuneration being confined to the prompt reimbursement of legitimate expenses. There are no stipulations as to hours of working or holiday entitlement.

For more information, please email info@wbct.org.uk