

Access and Bridleways Officer Role Description

Role Summary The BHS Access Team, which includes our staff, volunteers and Equestrian Access groups, are seeking to improve the quality and quantity of safe off road riding and carriage driving available in all localities for all equestrians.

As an Access and Bridleways Officer you would be undertaking a range of activities to meet the access priorities identified in your area. This could be ensuring equestrian access is available and used by all equestrians and educating them and landowners about equestrian access, responding to access queries from local riders and carriage drivers, raising awareness of access priorities in your area and for the BHS.

What's in it for you As a BHS Access and Bridleways Officer you have the opportunity to make a lasting difference to your local area. You will be working with a team of like-minded people, having new experiences and building your skills and knowledge.

You will also have the satisfaction of knowing that together with your fellow volunteers you are improving access to safe off road routes for all equestrians.

Main duties and responsibilities You will be supporting the achievement of access priorities in your area, this will involve:

- Establishing and maintaining good working relationships with your fellow Access and Bridleways Officers, equestrian access groups and interested parties including attending team meetings and sharing best practice.
- Responding to and investigating access matters raised by riders and carriage drivers.
- Assessing the condition and status of equestrian routes and aid in reporting of obstructions and arranging clearing parties if appropriate.
- Helping to ensure that all under and unrecorded equestrian rights of way that exist through either historic evidence or current use are applied for and put on to the Definitive Map.
- Ensuring that comments are made when necessary on Public Path and Definitive Map Modification Orders, development and transport plans, and any development proposals or road schemes that may affect access for local riders and carriage drivers
- Contributing to access and committee reports that include information on activity and achievements, income and expenditure and recommendations for the future.

Skills and Knowledge

Essential

- Good communication skills
- Ability to read maps
- Basic knowledge of access legislation, policies and procedures
- IT skills and ability to produce reports

Desirable

- Experience of volunteering
- Experience of the BHS
- Experience of working with local authorities and/or landowners

Training and Support Your Regional and County Access and Bridleways Officer and the Access team at HQ will be there to support you throughout your role. They will work with you to design an induction and training plan specific to your area and your skills.

We will provide you with Rights of Way Training levels 1- 3 and if required Public Inquiry training.

Your Regional Development Officer/Director and your volunteer mentor, who will be another Access and Bridleways Officer, can give you additional support and advice.

Resources You will need a computer with internet and email access and must be willing to receive email, telephone and written correspondence from the BHS, fellow Access volunteers, and organisations and individuals involved with Access in your local area.

It is essential that you have the ability to travel and it is beneficial that you have or have access to a vehicle that you can use in your role.

We will provide you with:

- Relevant Rights of Way and Access books
- BHS Guidance documents and toolkits
- Ordnance Survey Maps that are required for your activities.

**Your
Commitment**

We ask all our Access and Bridleways Officers to commit to a minimum of one year term. We ask you to contribute 1-2 hours a week although we recognise this will vary depending on other commitments and access priorities in different areas, and many Officers devote considerably more time to the role. Due to the nature of the role it will require some evening and weekend meetings and events.

**How do I get
involved?**

Complete an enquiry form and the Access Department will contact you to discuss the role.