

Recruitment Information Pack

Introduction ...



Thank you for the interest you have shown in working for Dorset Wildlife Trust.

This information pack provides details about the job on offer and an insight into the vital work we do for wildlife and people.

Dorset is a county rich in wildlife and nature, with ancient heathlands and downlands, wildlife rich farmland and an outstanding marine environment, few other places can rival its diversity. Our 43 nature reserves represent all of the major habitats found in Dorset, providing important sources of biodiversity and open access green space for our communities.

However, the world is facing two enormous crises. Climate change and environmental degradation are driving an ecological crisis that threatens everyone's quality of life and Dorset is not immune to the impacts of these crises.

Given the chance nature can help to address climate change but we need to reconnect people with nature and make more space for wildlife. Our work is more vital than ever!

Dorset Wildlife Trust is a great place to work, our friendly and welcoming team is passionate and dedicated to building a Dorset richer in wildlife for everyone. As you read the information in this pack, and perhaps visit the Dorset Wildlife Trust website, I hope you will be inspired by the opportunity to show us what you can bring to our team. We look forward to receiving your application and hope to meet you soon.

Brian



Brian Blease: Chief Executive



Recruitment Information Pack

We are hiring ...



Job Title Assistant Conservation Officer
(Rivers and Wetlands)

Salary £22,854

Contract Type Fixed term to 31st March 2023, full-time

Location Beacon Hill, nr Poole (hybrid working)

Team Nature-based Solutions

Responsible to River Catchment Manager

Closing Date 23rd January 2022

Dorset Wildlife Trust

is the leading charity dedicated to nature conservation in Dorset.

From small beginnings in 1961 based entirely on voluntary effort, we now have over 27,000 members, 42 nature reserves, 5 visitor centres and a thriving programme of outreach with communities. As a business we have grown, with over 55 employees, but we have never lost our volunteer ethos and rely on the support of thousands of people to help us to look after wildlife and wild places in Dorset.

OUR MISSION

To champion wildlife and natural places and to inspire people to value and take action for nature.

A Dorset rich in wildlife for everyone

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Job Description



Assistant Conservation Officer (Rivers and Wetlands)

Overall Role

To protect and enhance the biodiversity of Dorset through helping to achieve the work of Dorset Wildlife Trust's River Catchment programme. The post will be involved in direct conservation and land management, survey, community engagement and species protection. In particular it will focus on volunteer involvement, as well as assisting with a range of activities including Dorset Wildlife Trust's beaver project, Riverfly monitoring and wetland restoration.

Main Responsibilities

1. Volunteer Management

Co-ordinate the Dorset Water Guardians Scheme to recruit, train and support a team of volunteers monitoring river health across the county. Also wider engagement with communities and with river interest groups (eg river fly partnership and fishing groups) in relevant projects and tasks. Use restoration works as best practice exemplars, publish appropriate materials, lead guided walks, attend events and volunteer tasks.

2. Direct Conservation Works

Implement habitat restoration works working with other DWT staff, volunteers and external partners. Tasks include assisting with research and completing paperwork as well as on the ground delivery, through advising landowners, working with contractors and volunteers to deliver practical works including in-channel works, fencing, tree felling and planting.

3. Survey and monitoring

Support volunteers, contractors and other staff undertaking surveys to provide monitoring data for river and wetland restoration projects, and where appropriate carry out surveys directly. These include; river walkovers, electro-fishing surveys, water vole, non native invasive plants, SNCI and river fly surveys as well as support for DWT's beaver project.

4. Landowner liaison

Work collaboratively with the landowners of project sites, with the support of team members. Where relevant provide advice and assistance to landowners, farmers and community groups on river and wetland habitat. Where appropriate, sites should be identified as potential SNCIs. Signpost landowners with

additional advice from partners and potential appropriate funding.

5. Leadership

Assist and support volunteers in the above projects. Organise schedules and rotas. Recruit suitable volunteers to assist with the work, writing role descriptions, providing health and safety information and training.

6. Project Management

Take a lead role, with line manager support, in completing the Dorset Water Guardians project to a high standard within allotted deadlines and budgets, writing required reports and ensuring good practice is communicated. Support the management and delivery of other wetland projects.

7. Teamwork and partnership

Work as part of the Catchment team, plus other relevant DWT staff as well as external partners (EA, Wessex Water, Dorset AONB, FWAG SW and Dorset Catchment Partnerships) on river and wetland matters and act as a mentor for trainees and volunteers. As needed attend relevant partnership meetings to promote river and wetland conservation and the work of DWT.

Job Description



Assistant Conservation Officer (Rivers and Wetlands)

All staff are expected to:

- Undertake any other duties appropriate to the post as delegated by the line manager or Chief Executive.
- Contribute to other Dorset Wildlife Trust activities when required, to deliver the aims of the Strategic Plan.
- Support a culture of DWT membership recruitment within the team.
- Abide by organisational policies and procedures laid down in the Staff Handbook, including promoting equal opportunities particularly with regard to volunteer work.
- Ensure that Health and Safety policies and procedures are met in all aspects of the role.
- Some evening and weekend working may be required with time off in lieu. There also may be periodic travelling within the county with occasional journeys further afield; DWT pool cars are available but own vehicle may be needed. A valid driving licence is a requirement of this position. Overnight stays are only rarely required.



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Personal Specification



Knowledge

- How river ecosystems function
- The application of a catchment-based and ecosystems approach / nature-based solutions such as natural flood management.
- The policy, legislation, and regulations relating to freshwater ecosystems and the delivery of restoration works.
- River and wetland species and habitats in Dorset and the issues that affect them.
- Habitat management and restoration techniques, particularly for rivers and wetlands.
- Project management requirements.

Desirable:

- Natural history and ecology broadly across the range of Dorset habitats.
- Understanding of fisheries ecology and management.
- Understanding of catchment processes / land use management / resource protection / agri environment schemes.

Experience

- Conservation of freshwater biodiversity in the UK (*essential*)
- Delivery of river and wetland restoration and enhancement projects (*essential*)
- Managing and coordinating volunteers (*essential*)
- Providing conservation advice to landowners / managers (*desirable*).
- Supervising contractors (*desirable*)
- River walkovers, habitat and species surveying and monitoring especially riparian and freshwater habitats and species (*desirable*)
- Community and public engagement, media work and presentations (*desirable*)
- Working with stakeholders and partners (*desirable*)

Skills / Qualifications

- Ability to learn new material and skills quickly and apply them to good effect.
- Good written communication skills.
- Excellent spoken communication skills with a range of audiences
- Ability to work in a team and under own initiative .
- Ability to recognise and analyse problems and identify solutions.
- Ability to efficiently plan and prioritise work, keep to timescales and meet deadlines.
- Ability to motivate others
- Computer literacy (GIS, word processing, databases, spreadsheets, zoom, teams).
- Hold a full driving licence.
- First Aid at Work qualified (*desirable*)

Personal Qualities

- Highly organised, with good time management
- Professional manner and appearance, especially when meeting external contacts
- Enthusiasm, drive, self-motivation and self-discipline
- Flexibility
- Tact, diplomacy and integrity
- Sense of humour



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Working with us



There are a number of benefits to working for Dorset Wildlife Trust

Flexible working

We operate a hybrid working model, offering part home working and part office working, and encourage flexible working arrangements where we are able to do so.

Pay and pension

- Our salaries are single point salaries within each grade, and are regularly benchmarked.
- We have a pension plan of 7%, with 5% employer contribution and 2% employee contribution.

Holidays

Starting holiday entitlement is 24 days per year (pro rata for part-time roles) plus Public Holidays, rising by one day per year to a maximum of 29 days.

Uniform and PPE

Uniform and PPE provided free of charge.

Staff wellbeing

- Employee Assistance Programme
- Social activities
- Team days
- Active Staff Liaison Group, bringing innovative suggestions and ideas to the workplace environment.

Training and development

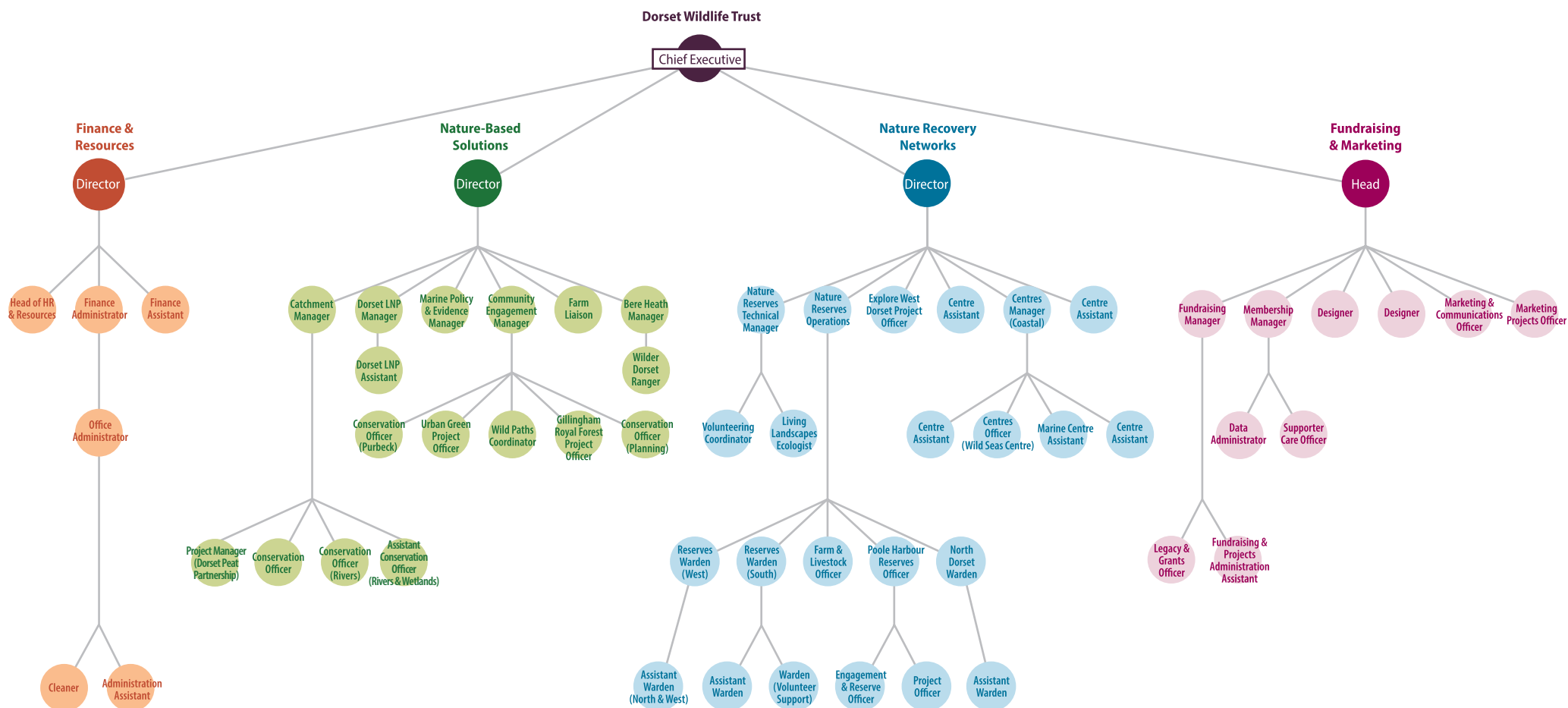
We offer regular in-house training available to all staff, plus the opportunity for external training and qualifications for role-specific requirements.

Values

We are an inclusive employer, recognising and valuing our staff as individuals and providing all a voice in how we are run.

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Team structure...



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Our Reserves



We manage 43 nature reserves for wildlife and people across the whole of Dorset.

We also work with other organisations and landowners to protect and connect wildlife sites across the county and inspire local communities and young people to care for wildlife where they live.

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Our Facilities



We have six visitor centres across Dorset

In addition to the beautiful nature reserves we care for, Dorset Wildlife Trust has six centres which provide a base for office working environments, as well as visitor centre facilities.

Brooklands Farm, situated four miles north of Dorchester, is Dorset Wildlife Trust's HQ and provides the office base for many roles. The building is beside the restored hay-meadow, a haven for wildflowers, beetles and butterflies.

The Kingcombe Centre is set within the lovely, newly designated Kingcombe and Powerstock National Nature Reserve.

The Urban Wildlife Centre is situated in East Dorset amongst stunning heathland and as well as hosting a multitude of flora and fauna, it also hosts a number of staff and volunteers.

The Chesil Beach Centre and the Wild Seas Centre at Kimmeridge host numerous activities and events throughout the year, offering snorkel trails, beach cleans and more.

The Villa at Brownsea Island is currently undergoing a huge refit as part of the Wild Brownsea project and is home to some of our Brownsea staff.



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Our Projects



A Wilder Dorset – England's first ever community rewilding project

In a bid to tackle the ecological and climate crises, Dorset Wildlife Trust recently acquired a large area of land near Bere Regis. This site, around 170 hectares in total, will showcase sustainable change in land use.

It will give Dorset wildlife much-needed room to spread and regenerate and give the community new space to reconnect with nature, while reducing net nitrates in Poole Harbour.

**This site
will provide
vital space and new
opportunities to
engage the public
with the natural
world**

There are three key reasons for purchasing this land.

First is tackling the ecological crisis.

The Wildlife Trusts want to see 30% of land being managed in a way which is beneficial to nature in the UK by 2030. This means some currently nature-poor areas need to be restored to allow nature space to rebound and spread.

Second is tackling the climate crisis.

Restoring nature increases the amount of carbon held in healthy soils, new woodlands and wetlands and reduces outputs of harmful greenhouse gases.

Third, we aim to help local communities better connect with nature on their doorstep. More of us than ever are disconnected from the natural world but connecting to nature has huge benefits for mental and physical wellbeing. This site will provide vital space and new opportunities to engage the public with the natural world. Dorset Wildlife Trust is excited to be involving the local community with planning for the site's future, to ensure their voices are heard and they receive real community benefits.



© James Burland



© Rob Farrington

Our Projects



Beavers in Dorset

In February 2021, Dorset Wildlife Trust released two beavers into an enclosed site in Dorset. This landmark project led by Dorset Wildlife Trust is the first of its kind for the county and welcomes beavers back to Dorset for the first time in over 400 years.

Following several years of preparation, including installing a specialist fence to enclose the site and recording baseline data with experts from University of Exeter and Wessex Water, the pair of Eurasian beavers (*Castor fiber*), an adult male and female, have been settling in for a few months now.

The beavers were relocated from Scotland to Dorset under licence from NatureScot. Their new home, a suitably large site of freshwater habitat, is not accessible to the public.

The beavers have been introduced as part of a scientific study and a key focus of the

project is monitoring and recording the impact the beavers have on water quality, flooding and other wildlife. Beavers are known as 'nature's engineers' and their activities, including wetland creation through the building of dams, have the potential to increase biodiversity, filter and clean water, and even reduce flooding by slowing the rate of water passing through rivers and streams during storm events.

This landmark project led by Dorset Wildlife Trust is the first of its kind for the county



© Nick Upton/Cornwall Wildlife Trust



© David Parkyn/Cornwall Wildlife Trust

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How to Apply ...



Submit via email

To apply for this post, please download and complete the application form and then submit it to:
recruitment@dorsetwildlifetrust.org.uk

Apply by Post

Alternatively, you can post your completed application to:
**Head of HR & Resources, Dorset Wildlife Trust, Brooklands Farm,
Forston, Dorset DT2 7AA.**

Enquiries

If you require further information regarding this vacancy, please **phone 01305 264620**

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