

Recruitment Information Pack

Introduction ...



Dorset
Wildlife Trust



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 ...



Dorset
Wildlife Trust



Job Title	Brownsea & Poole Harbour Reserves Officer
Salary	£27,740
Contract Type	Full time (35 hrs, Permanent)
Location	Brownsea Island / Hybrid
Team	Nature Recovery Networks
Responsible to	Reserves Manager (S&E Dorset)
Closing Date	07/07/22

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.



Recruitment Information Pack

Job Description



Dorset
Wildlife Trust

Brownsea & Poole Harbour Reserves Officer

Overall Role

To lead the wildlife conservation management of DWT's Poole Harbour Nature Reserves on Brownsea Island and Lytchett Bay to reach their full potential for their internationally important biodiversity and public engagement. Lead on the planning and delivery of practical work to implement reserve management plans. Ensure appropriate contractors are employed and supervised so that tasks are carried out to a high standard, engage volunteers in conservation tasks and ensure requirements of grant schemes are met. To assist in successful partnership working to achieve DWT's aims for nature recovery through Island-wide initiatives and functioning Poole Harbour Nature Parks. To ensure a continued high profile and a rewarding experience for volunteers and visitors to all the Poole Harbour nature reserves.

Main Responsibilities

Nature Reserve Management

- Take overall responsibility for the protection and enhancement of the wildlife of Brownsea Island Nature Reserve and other DWT reserves in and around Poole Harbour, working with the South and East Reserves Manager and with DWT's tenants at Lytchett Bay.
- Assist in writing and reviewing conservation management plans and deliver targets under agri-environment other grant schemes, ensuring consistency with DWT procedures and delivery to time and within budget. Assist with other practical management operations when required.
- Responsible for the effective management of Brownsea Island and Lytchett Bay Nature Reserves including setting work schedules, managing contractors, and ensuring compliance with health and safety policies and procedures and delivery of targets under grant schemes. Obtain necessary consents, planning permissions and licences for management works and maintain accurate records, liaising with partner organisations, external agencies and other bodies as required.
- Responsible for the safe order and maintenance of Brownsea Island Nature Reserve estate fabric including hides, boardwalks, signs and trails and the maintenance

and safe condition of vehicles and machinery on the reserve. Ensure safe working practices and legal requirements on reserves are strictly adhered to at all times. Draw up and maintain site and task risk assessments, emergency contact sheets and reserve hazard profiles.

Assist with budget planning and oversee allocated expenditure for nature reserve management for Brownsea Island and Poole Harbour reserves, and assist with developing funding bids and income generating initiatives.

Line manage Brownsea Island staff, to ensure they are supported and are able to perform to the best of their abilities and provide consistency and credibility in any advice given.

Working with the reserves Ecologist, co-ordinate the Brownsea Island Nature Reserve's annual recording of flora and fauna and any scientific studies, provide relevant advice and respond to recording initiatives. Maintain the central database and report on the status of the reserve.

(Continued..)

Recruitment Information Pack

Job Description



Dorset
Wildlife Trust

Brownsea & Poole Harbour Reserves Officer

Main responsibilities (Cont):

Public Engagement

- In liaison with the other Brownsea Island DWT staff, co-ordinate, train and support volunteers, key volunteers, trainees, corporate groups and others in undertaking practical conservation.
- Oversee completion of grant funded projects aimed at engaging people from all backgrounds.
- Assist with or lead activities and events and advise on development of materials to engage the public, providing conservation expertise and knowledge e.g., for interpretation, bird events, members' tours.
- With the Brownsea Island and communications teams at DWT, and National Trust as appropriate, develop and maintain a media profile through press, broadcast and social media, acting as DWT spokesperson when required.

- Ensure good communications and liaison between the Brownsea staff, and Other DWT teams, especially Reserves and Centres.

Partnership work

- Work with the National Trust on island-wide conservation planning to ensure delivery of island-wide conservation objectives. Ensure fulfilment of lease conditions, cover Island Duty Manager and boat crew duties on a rota basis, providing daily, weekend, evening and overnight cover as required. When on duty, ensure appropriate DWT response to 24-hour emergency situations, adhering to the specific emergency response protocol required on Brownsea Island, and maintaining active service within the Brownsea First Response Fire Team.
- Engage with partnership initiatives relating to Poole harbour, providing guidance and expertise on issues and opportunities

relevant to DWT interests. When required provide updates for DWT Management Team, Council and other staff.

- Lead on key Poole Harbour issues as they affect Poole Harbour nature reserves including leading on matters relating to Holes Bay and Lytchett Bay Nature Parks for DWT, liaising with other relevant DWT teams.
- Represent DWT at strategic harbour wide meetings including Poole Harbour Island Safety Group, Poole Harbour Study Group and Island managers meetings.
- Liaise with partner organisations, including The National Trust, John Lewis Partnership, and other external bodies to co-ordinate management and activities on Brownsea Island and develop wider initiatives in Poole Harbour.

Job Description



Brownsea & Poole Harbour Reserves Officer

All Staff are expected to:

- Undertake any other duties appropriate to the post as delegated by the line manager
- Contribute to other Dorset Wildlife Trust activities when required, to deliver the aims of the Strategic Plan
- Engender a culture of public engagement and 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 Health and Safety policies are met in all aspects of the role.

Some evening and occasional weekend working may be required with time off in lieu. There also may be periodic travelling within the country 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. Over-night stays are only rarely required.



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Personal Specification



Experience

The postholder is expected to have relevant experience in:

- Conservation and management of biodiversity, including a broad range of practical management skills, development of management plans and work programmes (essential)
- Conservation advocacy and interpreting the natural environment to different audiences (essential)
- Management of contractors, practical groups, trainees, and volunteers (essential)
- Habitats and species surveying and monitoring (essential)
- Monitoring of expenditure against budgets (essential)
- Relationship/partnership development (essential)
- Provision of conservation advice to land managers and/or community groups (desirable)

Knowledge

The postholder is expected to have relevant knowledge of the following::

- Natural history and ecology, wildlife survey and practical habitat management techniques (essential)
- Species and habitats in Dorset, and Poole Harbour in particular, and the policies and land uses that influence them (essential)
- Wildlife conservation framework within the UK including wildlife designations, land-use planning and wildlife legislation (essential)
- Safe working practices, health and safety legislation and implementation (essential)
- Interpreting the natural heritage to a variety of audiences (essential)
- Agricultural policy and agri-environment schemes in England (desirable)
- The concept and implementation of landscape-scale conservation (desirable)

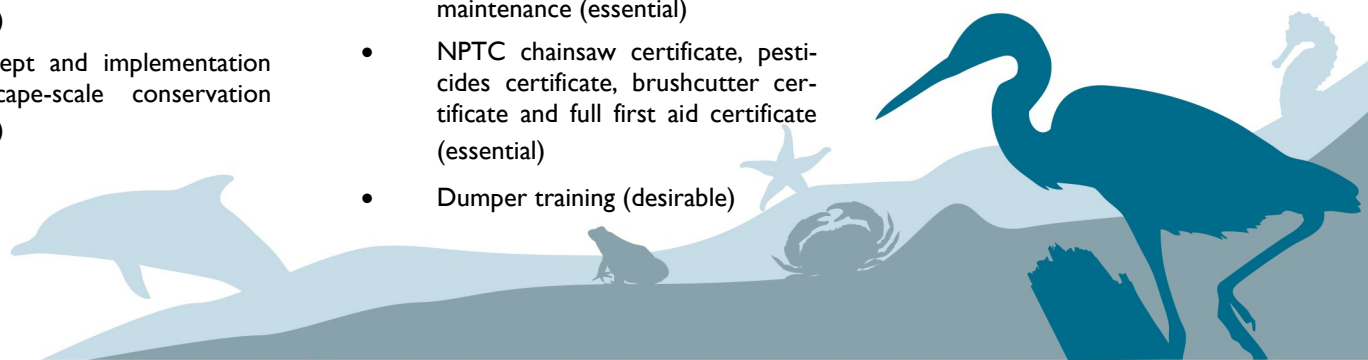
Skills/Qualifications

The postholder will require the following skills/qualifications:

- Educated to degree level in a relevant scientific discipline, or relevant work experience (5+years) (essential)
- Diplomacy, negotiation and leadership skills (essential)
- Good interpersonal skills (essential)
- Excellent communication and presentation skills, both verbal and written (essential)
- Excellent time management, prioritisation and ability to meet deadlines (essential)
- Full driving licence & Tractor-trailer (essential)
- Building, vehicle and machinery maintenance (essential)
- NPTC chainsaw certificate, pesticides certificate, brushcutter certificate and full first aid certificate (essential)
- Dumper training (desirable)

Personal Qualities:

- High personal standards & pride in quality of work
- Enthusiasm and self-motivation
- Tact, diplomacy and integrity
- Flexibility
- Self confidence
- Numeracy
- Good with people at all levels
- Commitment to nature conservation
- A positive approach
- Sense of humour valuable
- Presentable appearance
- Shows initiative
- A team player



Recruitment Information Pack

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.

Our Reserves



**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.**



Recruitment Information Pack

Our Facilities



Dorset
Wildlife Trust

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.



Recruitment Information Pack

Brownsea Island



Dorset
Wildlife Trust



From summer breeding populations of Dorset's only Sandwich tern colony right outside the hide windows to thousands of overwintering waders and wildfowl arriving from in Autumn to feed on the vast qualities of food.

Brownsea lagoon regularly hosts over 25 species of wetland bird in winter including,

both Black-tailed and Bar-tailed godwit, Avocet, Spoonbill, Dunlin, Grey plover, Teal, Shoveler and Shelduck. It's also ideally situated close to the harbour mouth for vagrant and migrant passage all year with rare birds a regular feature.

Brownsea is also home to one of the two remaining strongholds of our native red squirrels in the South and the wetlands provide home to a healthy population of water voles and a whole host of invertebrates. One of the most studied nature reserves in the country, with naturalists visiting to study its abundance of habitat types in a relatively small area, Brownsea has 'big', exciting and an abundance of wildlife all year round.

Getting a boat to work every day across to the island is a novelty that doesn't wear off with an opportunity to see seals, seabirds, the occasional dolphin and the changing wildlife spectacle in Poole Harbour throughout the year.



Brownsea island lagoon boasts one of the most spectacular wildlife spectacles of all with thousands of birds visiting throughout the year

Recruitment Information Pack

Our Projects



Dorset
Wildlife Trust

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.

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.



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Our Projects



Dorset
Wildlife Trust

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**



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Recruitment Information Pack

How to Apply ...



Dorset
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Submit via email

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

Enquiries

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



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