

## **JOB DESCRIPTION**

|                        |                                       |
|------------------------|---------------------------------------|
| <b>JOB TITLE</b>       | Wilder Landscapes Officer             |
| <b>TEAM</b>            | Conservation - Nature Based Solutions |
| <b>GRADE</b>           | D                                     |
| <b>RESPONSIBLE TO</b>  | Head of Wilder Landscapes             |
| <b>RESPONSIBLE FOR</b> | Volunteers, contractors               |

### **OVERALL ROLE**

To take responsibility for ensuring the ‘Making space for nature in Dorset’ project, connects with land managers and local communities around 18 strategically located sites in Dorset. Use project sites to support and inform landowners with making space for nature on their own land. Sites include Dorset Wildlife Trust’s major new acquisition at Lyscombe where there will be a focus on working with the Dorset Downs Farm Cluster. Working with the project delivery team, recruit, train and support volunteers to assist with the project in both practical work and site monitoring. Ensure engagement and involvement targets are completed and that target audiences are reached to diversify the range of people involved in nature recovery within a two-year project framework. Ensure accurate reporting, evaluation and claims to funders.

### **I. Key responsibilities**

#### **Building partnerships with Dorset land managers for nature recovery**

- Build contacts with land managers and farmers adjacent or in close proximity to project sites.
- Where appropriate, provide advice land management for nature’s recovery, grant aiding and delivering nature-based public goods, and support land managers in their aims to apply for external funding. The project aims to positively influence 1,000 hectares of land for nature restoration in 2 years.
- Work closely with farm clusters (formal or informal) where relevant to sites, including working with the Dorset Downs Farm Cluster surrounding Lyscombe.

#### **Community involvement and public engagement**

- Identify and prioritise communities within 5km of project sites and develop contacts within these communities.
- Engage with local residents, groups and schools to encourage active involvement in the project. In particular aiming to reach young people and groups supporting people at risk of exclusion (for example due to health, loneliness, low income or minority groups).
- Organise and lead site visits and events for interested groups, including land managers and community groups to share best practice.
- Act as a spokesperson for DWT and the projects and work with the communications team to develop on-line and media content aimed at raising awareness of the project and opportunities to get involved.

## **Volunteer involvement**

- Recruit and train volunteers for project activities, , wildlife, soil and water monitoring and engagement.
- Make arrangements for volunteer tasks for a range of skill levels and abilities, ensuring high standards in health and safety, working alongside project delivery staff.
- Ensure up-to-date record keeping is maintained and individuals' registration procedures are followed. Ensure volunteers are kept informed of tasks and events, creating a community spirit.

## **Reporting and project monitoring**

- Work closely with the Making Space for Nature in Dorset Project Manager to contribute to project reporting and evaluation, making adjustments through the project to account for opportunities and learning.
- Ensure relevant data, including species monitoring, and outcomes, including activities with farm clusters, are reported as appropriate.

## **2. Other Duties**

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 that Health and Safety policies and procedures are met in all aspects of the role.

Frequent evening and weekend working may be required with time off in lieu. There will be frequent 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.

## PERSON SPECIFICATION

---

### Area A Experience

---

The post holder will be expected to have relevant experience in the following areas:

- Advising land owners on making space for nature (essential)
- Engaging local communities in conserving their natural heritage, including those underrepresented in nature conservation activities (essential).
- Increasing the involvement of young adults in nature conservation activities (desirable).
- Supervising and training volunteers in practical wildlife conservation (essential).
- Leading and undertaking a range of conservation tasks, including practical habitat and access management work (desirable).
- Organising and running awareness-raising activities (essential).
- Wildlife species recording (essential).

---

### Area B Knowledge

---

The post holder is expected to have knowledge of the following:

- Practical habitat management and policies and land uses that influence Dorset habitats (essential).
- Safe working practices, health and safety legislation and implementation (essential).
- Interpreting natural heritage to a variety of audiences (essential).
- Natural history and/or ecology (essential).
- Understanding of rewilding/ natural process led conservation (essential).
- The importance of access to nature for wellbeing (essential).
- Understanding of agri-environment schemes and other funding opportunities for land management (essential).
- Countryside and access legislation and best practice (desirable).

---

### Area C Skills/Qualifications

---

The post holder will require the following skills/qualifications:

- Good written and spoken communication skills (essential).
- Ability to work with a diverse range of people (including landowners, contractors, officers of statutory agencies, volunteers and members of the public) (essential).
- Hold a full driving licence (essential).
- First aid (desirable).
- Computer literacy (word processing, Geographical Information Systems) (desirable).

---

**Area D      PERSONAL QUALITIES**

---

- Ability to work in a team and under own initiative.
- Enthusiasm, self motivation and self discipline.
- Flexibility.
- Tact, diplomacy and integrity.
- Sense of humour.
- Presentable appearance when needed.
- Ability to keep to timescales, meet deadlines and organise work efficiently.
- Ability to talk to and enthuse people of differing backgrounds.
- Initiative and creativity.

---

Director signature:



Date: 23<sup>rd</sup> October 2023

Postholder signature:.....

Date.....