

**Job Description**

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| Job Title: | Roaches Assistant Ranger |
| Department: | Conservation Delivery |
| Responsible to: | Senior Land Management Officer (North) |
| Pay Band: | Assistant : £14,942.20 |
| Hours: | 35 hours per week |
| Location: | The Roaches |
| Tenure: | FTC : 2 years |

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| **Background Information:** |
| Our mission statement is:  *“Staffordshire Wildlife Trust protects and enhances the wildlife and wild places of Staffordshire and promotes understanding, enjoyment and involvement in the natural world.”*  A registered charity established in 1969 we are one of 47 county Wildlife Trusts throughout the UK and are supported by over 15,000 members.  The Trust owns or manages 27 nature reserves covering an area of over 3,600 acres. Our 60 staff are based in six locations around the county including our Headquarters at Wolseley Bridge, Stafford, with our work divided up into five departments: Resources, People Engagement, Conservation Delivery, Fundraising, Communication and Membership & Commercial. The Trust has a diverse workforce including site wardens, wildlife surveyors, community and education officers, catering and administration staff.  In addition we have a trading company looking after the commercial side of our business including a café at Westport Lake Visitor Centre and Charity Shops in Leek, Rugeley & Penkridge. |

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| **Job Purpose:** |
| This is an exciting opportunity for someone starting their career journey in conservation land management to work for Staffordshire’s leading wildlife conservation organisation. Based at our largest Nature Reserve the Roaches this role will enable the post holder to work alongside the Senior Land Management Officer north & volunteers to ensure the management and continuous improvement of a suite of important Upland sites.  With your endless passion for our work, you’ll help with the protection and care of habitats, wildlife, property and machinery, and your passion will inspire other to love the beautiful places as much as you do. We want you to engage with visitors, making time to talk to them, not rushing away to the next task.  So whether you’re maintaining our nature reserves to assisting with guided visitor walks, through to delivering a wide range of engaging visitor experiences, no two days will be the same. This will see you responding to queries and explaining the value of the work being undertaken. After all, your passion and dedication could fire the imagination that makes a visitor become a member for the rest of their life. |

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| **Responsibilities:** |

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| General responsibilities:   1. Carry out management of the Trust’s Roaches Estate and Upland reserves in the North of the county on a day-to-day basis 2. Support and lead the regular volunteer work parties at the Roaches.   3) Work adhering to the individual reserve management plans and grant schemes, including agri-environment schemes.  4) Work in accordance with the Staffordshire Wildlife Trust health and safety policy and procedures implementing any relevant systems across the Trust estate (e.g. risk assessments, vehicle and tool checks, tree safety).  5) Ensure a high-quality visitor experience is maintained through regular maintenance, particularly with reference to footpaths, litter picking, reviewing signage and interpretation - this could include physical information boards as well as guided walks and presentations..etc  6) Assist with ongoing habitat restoration projects at the Roaches through the supervision and management of contractors.  7) Assist with the establishment of land management at two new reserve extensions in the uplands.  8) Ensure all land management work is of a high standard  9) Assist with the running and maintenance of the site office at Marsh Farm near Meerbrook.  10) Ensure a strong link is maintained with the local community and key user groups (Climbers, neighbours, dog walkers, ramblers, parish councils etc) and regularly interact with visitors to the reserves to promote the work of the trust and membership where appropriate.    11) All staff should recognize the contribution that membership makes towards the running of the organisation. The post holder is therefore expected to understand the need for high standards of service to existing members and recognize their role in contributing to ongoing membership recruitment.  12) In order for the organisation to work effectively you may be required to assist with other areas of work and therefore you should be prepared to undertake other duties, appropriate to the post, as delegated by your line manager.  13) All staff is required to abide by organisational policies and procedures. |

**Person Specification Job Title:** Roaches Assistant Ranger

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| **Criteria** | **Essential** | **Desirable** | **Assessment method \*** |
| **Qualifications** | | | |
| A relevant degree level qualification or equivalent in an environmental field. | X |  | QC/AF |
| CS 30/31 Chainsaw Operator | X |  | QC |
| Use of Brushcutter | X | X | QC |
| First aid at work |  | X | QC |
| PA1/PA6 |  | X | QC |
| Use of ATV |  | X | QC |
| Driving licence categories B, D1 and E (i.e. ability to drive a minibus and trailer). |  | X | QC |
| **Experience** | | | |
| Demonstrable experience of managing volunteers undertaking practical conservation tasks | X |  | AF, I, T |
| Experience of project delivery |  | X | AF, I |
| Previous experience of contract specification, tender and delivery |  | X | AF, I |
| Proven negotiation and communication skills | X |  | AF, I |
| Supervision of contractors |  | X | AF, I |
| Experienced in a wide range of practical estate and habitat management work. | X |  | AF, I, T |
| Experience of delivering guided walks and talks |  | X | AF, I |
| **Skills/knowledge** | | | |
| A broad knowledge of natural history | X |  | AF,I, T |
| Supervising and leading practical work parties | X |  | AF,I |
| Volunteer recruitment and management |  | X | AF,I |
| Use and maintenance of power tools (chainsaws/brushcutters etc),hand tools | X |  | AF,I |
| Knowledge of Health and Safety legislation and its application | X |  | AF,I |
| Excellent leadership skills | X |  | AF,I |
| Stock Fencing and Dry Stone Walling | X |  | AF, I, T |
| Footpath Construction and maintenance |  | X |  |
| **Ability** | | | |
| Some evening and weekend work may be required and therefore a flexible approach is desirable. | X |  |  |
| The post will require driving throughout the County and the post holder, therefore, needs a current driving license. There will be a fleet vehicle to use however there may be occasions where having your own vehicle is needed. | X |  |  |
| The job involves manual handling. | X |  |  |
| You will be working outdoors in adverse weather conditions. | X |  |  |
| Be a good advocate and represent the trust at all times in a professional manner. | X |  |  |
| Be able to work independently | X |  |  |

\* Assessment method:

* I = interview
* QC = qualification certificate
* AF = application form
* T = test or assessment
* P = presentation