



Information for applicants for the post of Wildlife and Wetlands Officer

General Information and Application Procedure

This is a full time (35 hours per week) Fixed Term Contract, three years with possibility of extension.

Start date: As soon as possible

The post is subject to the Trust's Terms and Conditions of Employment.

The appointment would be subject to an initial probationary period of six months.

A starting salary will be £25,500-£27,000 per annum depending on experience.

The Trust contributes to a Personal Pension scheme with Royal London under Auto-enrolment regulations. Employee contributions are deducted from monthly salaries, taking advantage of salary sacrifice provisions. Employees currently contribute 4% of salary and the Trust 8%. Employees may increase their contributions within HMRC limits.

Use of the post-holder's vehicle for business purposes is required for which a mileage rate, currently 45p a mile, is paid.

Applications should be in the form of a completed application form.

Electronic forms should be returned to enquiries@worcestershiREWildlifeTrust.org

Postal applications can be sent to: Finance and Admin Manager, Worcestershire Wildlife Trust, Lower Smite Farm, Hindlip, Worcester WR3 8SZ.

Closing date: 5pm, Wednesday 11th April 2024

Interview date: Thursday 25th April 2024

A second interview may be carried out with the shortlisted candidate. Date to be agreed.

Unfortunately, we do not have the resources to respond to those candidates who have not been short-listed and if you have not heard from us within three weeks of the closing date you should assume that your application had not been successful on this occasion.

About Worcestershire Wildlife Trust

Worcestershire Wildlife Trust is an independent charity dedicated to the conservation of the wildlife and wild places in the county of Worcestershire. It was founded in 1968.

The Trust operates from Lower Smite Farm between Worcester and Droitwich. The listed farmhouse is used as offices, whilst the barns and outbuildings have been converted to provide workshops etc and a wildlife and farming centre which was opened to schools in 2004. The surrounding 150-acre farm is managed to promote wildlife and is used by visiting school groups and the public. We have over 75 nature reserves across Worcestershire. Whilst individual staff members are responsible for leading in their area of responsibility and expertise, all staff are expected to contribute to delivery through inter-team co-operation.

The Trust has around 23,000 members who provide financial support through subscriptions and many of whom do much hard work on behalf of everyone who appreciates their environment and wildlife. It also relies heavily on grants, corporate support, legacies and donations from the public.

The Trust is governed by a Council of around 16 elected trustees. Council is responsible for overall strategy and policy. Implementation is led by the Director and a team of staff (currently 36). In all aspects of the Trust's work, the paid staff members are supported by several hundred regular volunteers. All staff and volunteers are ultimately accountable to the Council.

About the Wildlife Trusts

Worcestershire Wildlife Trust is one of 46 Wildlife Trusts who work together throughout the United Kingdom to form the largest voluntary organisation concerned with all aspect of wildlife conservation. The junior wing of The Wildlife Trusts is called 'Watch.' Together, The Wildlife Trusts enjoy the support of more than 850,000 members and care for more than 2,000 nature reserves.

The Royal Society for Wildlife Trusts (RSWT) serves as the UK office of The Wildlife Trusts. A registered charity, incorporated by Royal Charter, RSWT provides an authoritative national voice for conservation concerns as well as national services for the partnership, through its council, staff and volunteers.

Our work to save wild places, manage land for wildlife and engage people with the natural world is vitally important. For decades, the Wildlife Trusts movement has demonstrated clearly what can be achieved; whether directly or by influencing the actions of others.

Our Vision: *A wilder Worcestershire – more nature everywhere, for everyone*

Our Mission: *To lead nature's recovery through community action.*

Our three Strategic Goals:

Nature in recovery – 30% of land in recovery for nature by 2030

Action for nature – one in four people taking action for nature by 2030

Sustaining our future – more diversity, more funding; carbon zero by 2030

**Thank you for your interest in working for Worcestershire Wildlife Trust.
We look forward to receiving your application.**