

## Job Description: YDMT Meadow Makers Trainee

February 2021

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| <b>Position:</b>       | YDMT Meadow Makers Trainee.<br>Full-time, 35 hours per week.<br>6 month fixed term contract, April-September 2021  |
| <b>Responsible to:</b> | Bowland Meadow Makers Officer  |
| <b>Location:</b>       | Based primarily at the Forest of Bowland AONB offices (Dunsop Bridge, Lancashire) and working across the AONB area, with some time spent at the YDMT offices (Clapham, North Yorkshire).<br><b>Note: During Covid-19 restrictions this position will be home based and access to a place to work and broadband will be required.</b> |
| <b>Job Purpose:</b>    | Work alongside the Meadows Officer and Project Manager to support the delivery of all aspects of the Meadow Makers project and participate fully in the Meadow Makers training programme.  |
| <b>Salary:</b>         | National Living Wage (£8.91 /hr, April 2021)   |

We are a small charity doing big things to help to protect and enhance the People, Landscape and Wildlife of the Dales.

Over the last 23 years we have delivered diverse and inspirational projects worth over £30 million to the region. Our vital work has helped to plant 1.5 million trees and secure the future of more than 700 hectares of wildflower hay meadows, creating fantastic habitats for our wildlife. We're passionate about inspiring disadvantaged groups and future generations to care for this special part of the world.

### OUR VALUES GUIDE EVERYTHING WE DO

- **Enabling** – We make real practical things happen and are approachable, collaborative and inclusive, valuing people's opinions in everything we do
- **Caring** – We are passionate about supporting the people, landscape and wildlife of the Yorkshire Dales and are committed to being sustainable
- **Creative**: We thrive on new challenges and act with entrepreneurial spirit in order to make a positive difference to this special area
- **Honest** – We always act with integrity and are open, clear and fair.

### HOW WE WORK

- We deliver projects
- We raise and distribute funds to enable our partners and individuals to deliver projects
- We work in partnership to deliver the maximum charitable benefits to the area

### Main Responsibilities:

- Assist in the delivery of species-rich grassland restoration, in partnership with landowners, land managers, partners, community groups, volunteers. This will include undertaking restoration of

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habitats, mapping and monitoring of habitats, undertaking species surveys and writing management plans.

- Support the Meadows Officer, placement provider and other project staff in the delivery of a range of people engagement activities including full-involvement in the organisation and delivery of National Meadows Day activities and a mix of other digital and face-to face learning for a wide range of audiences (landowners/managers, local communities, wider community).
- Work closely with the Project Manager and communications team to take opportunities for promotion of Meadow Makers, including writing articles for internal and/or external publications, attending shows and events, promotion through social media, blogs and video diaries.
- Contribute to project monitoring and evaluation including the production of reports to fulfil funder and partner requirements.
- Participate fully in all aspects of the Meadow Makers training programme and complete all five units of the training framework.
- Observe YDMT's working policies at all times, including those on Health & Safety and on Diversity & Inclusion.

### Indicators Of Success Will Include:

- Completion of all five units of training framework
- Participation in a variety of project activity
- Undertake additional training – may include accredited training
- Production of a personal portfolio celebrating the trainee position
- Evidence of involvement in a wide range of opportunities

This is not intended to be a full description of duties and the post holder may be required to perform any other duties commensurate with the nature of the post as deemed appropriate and by agreement with your line manager.