

Job Description



Cumbria
Wildlife Trust

Job Title: Apprentice Conservation Officer

Weekly Hours: 35 hours per week

Based At: Cumbria Wildlife Trust's Head Office at Plumgarths, near Kendal

Reports To: Senior Conservation Officer

Job Purpose:

The Apprentice Conservation Officer will support the Senior Conservation Officer in the running of the busy Wider Countryside department.

Special Features of the Role:

This role is unique in that the Apprentice Conservation Officer will be able to support and work alongside two different departments at once.

Main Responsibilities and Accountabilities:

The busy Wider Countryside department delivers the Trusts aims of “supporting and encouraging action to create an environment in Cumbria richer in wildlife, prevent further losses of species, wildlife habitats and geological features and encourage their sustainable management.” This is achieved through engaging with partner organisations, commenting on policies and plans and scrutinising planning applications for biodiversity impacts. A major part of the departments work is also securing funds from external organisations to run species and habitat projects. We are currently running a number of landscape scale projects throughout Cumbria including those on hay meadows and limestone grasslands, peatlands and marine conservation. The Apprentice Conservation Officer will support the Senior Conservation Officer in delivering the wide ranging aims of this department. A good ‘people person’ the Apprentice Conservation Officer will throw themselves into the busy, varied and often demanding work of the Wider Countryside showing flexibility and willingness to assist team members as required.

The Apprentice will support the running of this department and the activity in the whole organisation through undertaking a selection of the following tasks:

- Internal and external event organisation
- Filmmaking to promote events/filmmaking as part of projects e.g. short films about natural processes or political calls to action (filmmaking training will be provided)
- Assisting in the organisation/minute taking of cross-NGO campaigns, projects and meetings.
- Assisting/carrying out species surveys
- Making radio or TV appearances discussing conservation issues
- Writing articles for the publication team on different species or Trust activity
- Teach sessions in schools and colleges
- Attend training to enable the role to be carried out more effectively. This could potentially include digital marketing, train the trainer, species ecology, A Level Environmental Studies
- Undertaking restoration of habitats
- Mapping and monitoring of habitats
- Undertaking species surveys
- Writing management plans
- GIS mapping of sites.
- Promoting projects through social media

This role requires someone who has an existing strong interest and passion for the environment and wildlife conservation and is willing to work hard to learn more. It requires someone who enjoys working with others, who is willing to take initiative and responsibility for large projects, who recognises the importance of digital promotion and engaging politically and who is confident speaking in front of groups of people.

Supporting the Trust

Be proactive in increasing the Trust's membership.

Raise the profile of Cumbria Wildlife Trust.

Seek to raise increased funds for the Trust.

Develop and participate in educational aspects of the Trust's work including events, guided walks and illustrated talks.

Any additional duties as outlined in the Annual Work Plan and the Trust's Universal Work Plan.

Any other duties that may reasonably arise from time to time.

All tasks and responsibilities to be carried out in accordance with the Trust's policies and procedures.

Date:

Job Description



Cumbria
Wildlife Trust

Job Title:	Apprentice Conservation & Digital Engagement Officer
Weekly Hours:	35 hours per week
Based At:	Cumbria Wildlife Trust's Head Office at Plumgarths, near Kendal
Reports To:	Senior Conservation Officer

Job Purpose:

The Apprentice Conservation Officer will support the Senior Conservation Officer in the running of the busy Wider Countryside department. They will also work alongside the Development and Marketing Department.

Special Features of the Role:

This role is unique in that the Apprentice Conservation Officer will be able to support and work alongside two different departments at once.

Main Responsibilities and Accountabilities:

The busy Wider Countryside Department delivers the Trusts aims of *“supporting and encouraging action to create an environment in Cumbria richer in wildlife, prevent further losses of species, wildlife habitats and geological features and encourage their sustainable management”*.

The Apprentice will support the running of this department and the activity in the whole organisation through undertaking a selection of the following tasks:

- Internal and external event organisation
- Working alongside the Digital Marketing Officer to promote certain projects on social media and run social media campaigns
- Coordinating the Trust's MP Engagement meetings and activity
- Filmmaking to promote events/filmmaking as part of projects e.g. short films about natural processes or political calls to action (filmmaking training will be provided)
- Assisting in the organisation/minute taking of cross-NGO campaigns, projects and meetings.
- Assisting/carrying out species surveys
- Making radio or TV appearances discussing conservation issues
- Writing articles for the publication team on different species or Trust activity
- Teach sessions in schools and colleges
- Attend conferences to improve knowledge on certain subjects to be able to support projects more effectively
- Attend training to enable the role to be carried out more effectively. This could potentially include digital marketing, train the trainer, species ecology, A Level Environmental Studies

This role requires someone who has an existing strong interest and passion for the environment and wildlife conservation and is willing to work hard to learn more. It requires someone who enjoys working with others, who is willing to take initiative and responsibility for large projects, who recognises the importance of digital promotion and engaging politically and who is confident speaking in front of groups of people.

Supporting the Trust

Be proactive in increasing the Trust's membership.

Raise the profile of Cumbria Wildlife Trust.

Seek to raise increased funds for the Trust.

Develop and participate in educational aspects of the Trust's work including events, guided walks and illustrated talks.

Any additional duties as outlined in the Annual Work Plan and the Trust's Universal Work Plan.

Any other duties that may reasonably arise from time to time.

All tasks and responsibilities to be carried out in accordance with the Trust's policies and procedures.

Date:



Ribble Life
Together



River Conservation Apprentice

Job Title:	River Conservation Apprentice
Purpose:	To support the delivery of Ribble Life Together and undertake a practical apprenticeship leading to a nationally recognised qualification.
Reports to:	Volunteer Supervisor
Location:	Clitheroe
Hours:	37.5 hours per week (including release to Craven College for classroom learning)
Salary:	NMW for apprentices
Contract:	24month fixed term contract (TBC)

The Ribble Rivers Trust (RRT) is the lead partner in the Ribble Life Together project, which as a catchment scale project is delivering a range of activities to improve the condition, management and awareness of the Ribble Catchment. The project brings together over 20 stakeholder and interest groups to develop and deliver a catchment action plan that will bring immediate and lasting benefits for people and the environment.

In developing the core activities of the project, the Ribble Life Partnership has identified the need to engage more widely with residents in the catchment and to involve and educate new and younger people in practical catchment management.

As such RRT is looking to recruit two River Conservation Apprentices who will be involved in both physical conservation projects such as fencing, tree planting, fish pass maintenance and litter clean ups, and activities that inform, engage and inspire people to be more actively involved in looking after their local environment, such as guided walks about projects that have been delivered.

The apprenticeships will start in September 2017 and will last for two years. They will provide work-based training with the employing organisations and trainees will study qualifications in both Horticulture (Landscape Operative) and Environmental Conservation at Craven College. Apprentices will also gain a range of certificated skills which are vital in land-based industries and will be assisted with the costs of transport to training.



Ribble Life
Together



Job Description

1. Completing an Environmental Conservation qualification:

The vocational qualification will be assessed at work and at college. Attendance at college will be an average of two days a month throughout the scheme. A timetable will be set before the start of the course and may vary seasonally.

Trainee progress will be monitored on a three-monthly basis by college staff, employer and RRT staff. They will visit the workplace and talk to apprentices and supervisors. This meeting will give the opportunity to discuss the training and any concerns.

2. Working under the Volunteer Supervisor and with volunteers to deliver practical catchment management projects within the catchment. The practical aspects may include:

- Signposting, waymarking and maintenance of footpaths on walk routes
- River clean-ups, maintenance and in-channel improvements, e.g. brash bundles
- Vegetation and invasive species control and management
- Construction and repair of footbridges, stiles, gates, fences, interpretation boards and signs
- Dry stone walling, laying cobbles, paved ways and concreting
- Construction and repair of culverts, drain laying
- Fencing, hedging, ditching and drainage maintenance
- Tree planting and wetland creation
- Use of powered tools and equipment, e.g. brush cutters or chainsaws
- Caretaking, maintenance and cleaning of RRT projects, e.g. fish pass projects,
- Communicating with visitors, community groups and volunteers
- Adhering to all health and safety rules and regulations

3. Engaging with the community:

- Attending events
- Speaking to volunteers
- Supporting other RLT projects, e.g. Rivers in the Classroom,
- Going back in to your former school or college to talk to students about the benefits of joining an apprentice scheme

4. Undertaking any other duties, which the Volunteer Supervisor may reasonably request

The role will be based principally within RRT offices in Clitheroe, but will be expected to work across the catchment. Transport to sites will be provided but apprentices will be expected to make their own way to the main place of work each morning.



Ribble Life
Together



Person Specification

Criteria	Essential	Desirable
Qualifications		
Minimum GCSE Grade C English and Maths	✓	
Willingness to train and study for Level 2 Diploma and additional training opportunities provided	✓	
Experience		
No previous work experience necessary but an aptitude for practical work desirable		
Personal qualities		
Self-motivation, commitment and initiative	✓	
Good interpersonal skills and the ability to get on well with other members of the team.	✓	
Able to communicate well with other staff and the general public.		✓
Strong interest in learning practical conservation/field skills	✓	
Capable of demonstrating initiative in dealing with unforeseen circumstances	✓	
Willingness to work hard to complete the practical parts of the traineeship	✓	
A level of physical fitness appropriate to the post	✓	
A keen interest in and a firm commitment to, countryside conservation and the aims of the organisations	✓	
Driving licence		✓

YORKSHIRE DALES NATIONAL PARK AUTHORITY

DALES APPRENTICESHIP SCHEME

APPRENTICE OPPORTUNITY

within the Park Services Department

GRADE:	Pay is in line with current Government Levels and the Apprenticeship is subject to agreed salary and hours of work
LOCATION:	Colvend, Grassington or Dales Countryside Museum, Hawes
RESPONSIBLE TO:	Area Manager

OBJECTIVES OF THE PLACEMENT:

This is an excellent opportunity to gain experience of the maintenance of the public rights of way network, other access routes, open access areas, and estate property. The successful individuals will be operating in area and Park-wide teams, and occasionally within wider project groups on various countryside management issues.

The placement is part of Green Futures, a project run by Yorkshire Dales Millennium Trust as part of the Our Bright Future programme. Funded by Big Lottery, the aim is to inspire and motivate young people to be involved in the environment.

Role:

To assist in the implementation and delivery of

- practical maintenance and restoration tasks on Public Rights of Way in the national park, access routes and access areas under the guidance of the Area Rangers, Access Rangers and Project Rangers (3 Peaks and National Trails)
- practical maintenance works to the Authority's agricultural, amenity property, its car parks and public toilets
- practical management and maintenance tasks within Authority-owned woodland

The practical aspects will include:

- signposting, waymarking and maintenance of footpaths and bridleway surfaces
- construction and repair of footbridges, stiles, gates, fences and signs
- dry stone walling, laying cobbles, paved ways and concreting
- construction and repair of culverts, drain laying
- fencing, hedging, ditching and drainage maintenance
- tree planting, grass cutting and weed control
- use of powered tools and equipment including chainsaws (depending on age)
- caretaking, maintenance and cleaning of National Park property and car parks, picnic sites, other land holdings and litter clearance projects
- communicating with visits community groups and other visitors to the National Park
- adhering to all health and safety rules and regulations.

To assist in the surveying and monitoring of:

- countryside furniture and condition of the Public Rights of Way network and access areas
- use and behaviour on the PROW network, Authority Property and Open Access land.
- assisting Area Rangers in various Countryside Management Projects

**YORKSHIRE DALES NATIONAL PARK AUTHORITY
PERSON SPECIFICATION**

JOB TITLE: DALES APPRENTICE

Criteria	Essential	Desirable
<u>Qualifications</u>		
No formal qualifications necessary		
Willingness to train and study for NVQ Level 2 in Landscape and Ecosystems and additional training opportunities provided	✓	
<u>Experience</u>		
No previous work experience necessary		
<u>Personal qualities</u>		
Good interpersonal skills and the ability to get on well with other members of the team.	✓	
Able to communicate well with other National Park staff and the general public.		✓
Strong interest in learning practical conservation/field skills	✓	
Capable of demonstrating initiative in dealing with unforeseen circumstances	✓	
Willingness to work hard to complete the practical parts of the apprenticeship		✓
A level of physical fitness appropriate to the post	✓	
A keen interest in and a firm commitment to, countryside conservation and the aims of the National Park		✓