



**Cheshire**  
Wildlife Trust

Let's bring wildlife back together -  
for everyone, everywhere





# Contents

- Purpose and impact of the role... p3
- Main duties and responsibilities... p5
- Person specification.... p8
- Benefits and rewards... p12
- How to apply... p15

# Purpose and impact of the role

We have reached a tipping point. Wildlife is in freefall both locally and nationally and our climate is in crisis. By 2030 we must see nature recovering, wildlife returning and ecosystems restored and we need many, many more people on nature's side.

Cheshire Wildlife Trust is a fast-growing environmental charity which is part of the UK-wide federation of Wildlife Trusts. With the local support of over 17,500 members and almost 1 million members nationally, you will be a part of a dynamic organisation which is at the forefront of bringing wildlife back. Your role will help achieve our 2030 goals to put nature into recovery, mobilise at least 1 in 4 people to be on nature's side and ensure that the environment plays a full role in addressing the climate crisis. In short, we need to create a [Wilder Cheshire](#).

This role sits within the Nature Recovery and Operations Directorate. The main purpose of the department is to address the climate and ecological crises locally by creating a nature recovery network that secures at least 30% of land and sea for wildlife by 2030.

This position is part of the Ecological Network Team.

The role of Ecologist is a Technical Officer level position where the main purpose is to deliver agreed objectives that contribute to achieving a specific strategic goal.





### The specific purpose of this position is to:

- Deliver positive conservation outcomes through the management of small scale and single species projects, high-quality ecological surveys, reports, and land management advice.
- Provide technical and administrative support on larger/more complex projects and assist in the co-ordination of projects and surveys and in the preparation of client quotes/tenders.
- Support the wider Nature Recovery team with the delivery of commercial-based services to supplement the Trust's finances and build financial resilience

## Overview

**Title:** Ecologist

**Team:** Nature Recovery

**Responsible to:** Ecology  
Programme Manager

**Term:** Permanent

**Salary:** £24,591 – £28,691 (Rank  
5 Officer)

**Hours:** Full-time/35 hrs per  
week. Part-time considered.

**Location:** Hybrid working with  
a minimum of one day per week  
working from our Bickley Hall  
Farm HQ. (SY14 8EF)

## Main duties and responsibilities

- Manage small scale and single species projects, undertake surveys and manage individual contracts to deliver high quality ecological consultancy and land management advisory services to clients and landowners within budget and to deadline.
- Provide technical and administrative support on larger/more complex projects and assist in the co-ordination of projects and surveys.
- Conduct UK Habitat Classification surveys and Defra condition assessments for BNG in accordance with published guidelines. Support senior members of the team with more complex surveys.
- Conduct site appraisals, protected species surveys and monitoring visits in accordance with the recommended guidelines issued by the relevant SNCO to ensure best practice.
- Deliver land management advice and land management tasks e.g. habitat creation/management activities.
- Provide GIS support (using ArcGIS) including the production of maps and figures, the digitisation of data and any other requirements as necessary.
- Write and complete Ecological and Land Management Advice reports, the Defra statutory biodiversity metric, Habitat Management and Monitoring Plans and Method Statements.

## Main duties continued...

- Prepare client quotes/tenders that are appropriate in relation to the clients' needs and are deliverable within the clients' expectations (supported by the Ecology Team for more complex quotes/tenders).
- Deliver professional, ethical, high quality ecological consultancy services to Trust clients.
- Keep up to date with current and relevant: scientific information, published reports, planning legislation including the National Planning Policy Framework, Local Authority Planning Policies, Natural England and Natural Resources Wales protected species/habitat policy and best practice guidance, Defra's Biodiversity Net Gain (BNG) scheme.
- Maintain and develop good working relationships with existing and new clients and Local Planning Authority ecologists/biodiversity officers involved in the planning process.

## Strategy, delivery and managerial responsibility:

- No direct responsibility for others but may provide some supervision to trainees and volunteers.
- Reports to either a Team Leader or Programme Manager and is responsible for delivering a defined work programme that contributes to the overall outcomes of the department.

## Fiscal responsibility:

- Accountable for the day to day monitoring of project and contract budgets and/or other income streams of up to £50k.





### Legal Responsibility:

- Expected to comply with the limits and authorities set out in CWT's Financial and General Schemes of Delegation.
- Required to comply with the Health & Safety at Work Act, General Data Protection Regulations, fundraising regulations and CWT policies and procedures.
- Required to work within the limits set out in your individual competency record and to undergo competency based training as required.
- Responsible for following safe operating procedures to keep yourself safe at work and for ensuring that delivery of your work programme is safe and lawful.

### Relationships:

- Expected to be an ambassador for Cheshire Wildlife Trust responsible for upholding the Trust's reputation, image and level of service.
- Expected to promote membership at all available opportunities and engage positively with potential and current supporters.
- Required to maintain operational relationships both internally and externally and to use influencing and negotiating skills when required.
- Required to pass on and receive information from external contacts.



# Person specification

## Knowledge and experience

You will be expected to have at least 2 years relevant experience or at least a Level 3\* qualification or be an associate of a professional body within one or more of the following fields: Ecology/Environmental Science/Countryside Management.

In addition you will need to demonstrate knowledge and/or experience of the following:

- Capable level of knowledge and experience in botanical and habitat identification and understanding of Defra statutory biodiversity metric / condition assessment.
- Experience in protected species survey; capable knowledge in at least one taxonomic group (as a minimum). A survey license holder for at least one species would be preferable.
- Basic knowledge and/or experience of ecological assessment.
- Capable in the use of ArcGIS and strong all round IT skills. Candidates showing a proficiency with other similar mapping software may be considered.
- Capable knowledge and/or experience in the application of current protected species wildlife legislation and the application of protected species mitigation licensing processes.

\*You can check whether a qualification you hold is at the right level [here](#).





## Skills

You must be able to demonstrate competency in the core areas of responsibility at the level described in section 3 above.

In addition, Cheshire Wildlife Trust maps the competencies required for each role against the Chartered Institute of Ecology and Environmental Management's competency framework. The full framework can be viewed [here](#).

The framework is comprised of a set of technical and transferrable competencies with four skill levels for each (basic, capable, accomplished and authoritative). For your particular role you will be expected to be accomplished in one or more transferrable skill areas. The competencies required for your role are shown in the table below:

Technical		Basic	Capable	Accomplished
A1-A5	Environmental Assessment		x	
M1-M3	Environmental Management	x		
M4-M6	Environmental Management	x		
P1-P3	Policy, Legislation & Standards		x	
S1-S4	Surveying		x	
SM1-SM3	Scientific Method	x		



## Transferable skills

- You can demonstrate good professional conduct, appropriate behaviours and set an example to others. You are able to demonstrate that you take responsibility for own learning and development.
- Able to follow risk assessments and identify safe working practices for self and others. Able to promote a positive culture amongst team members of wellbeing and H&S awareness and compliance with organisational policy and practice.
- Able to communicate information confidently and clearly in ways appropriate to the audience.
- Able to independently produce written communication to inform and persuade others.
- Able to plan and implement straightforward consultation exercises and negotiate acceptable outcomes. Skilled at maintaining good relationships with partners and stakeholders. Able to work effectively as part of a multi-disciplinary team. Has critical thinking skills and is able to identify potential problems and suggest solutions.
- Able to demonstrate skills in methods of data management and sharing, in line with legislation and appropriate internal and external protocols. Confident in the use of a range of common and bespoke software packages and able to collect, manage and present data.
- Able to demonstrate a commitment to the quality of your own work and an understanding of how your own actions contribute to the quality of work delivered by others and the achievement of team/organisation goals. Able to demonstrate that you understand CWTs vision and values and the need for environmental sustainability in the workplace and can contribute to achieving targets. Able to demonstrate an awareness of the importance of good customer service and the relevance of your own behaviour in dealing with external contacts and members of the public.
- Able to use a range of tools to effectively manage simple projects from concept through to completion. Has had some success or involvement in fundraising for projects using a variety of techniques.
- Understands equal opportunities and activity supports others by demonstrating inclusive behaviour. Able to set a good example to others and show leadership when required.

## Personal qualities

We expect all who work for Cheshire Wildlife Trust to demonstrate the following personal qualities:

- Be passionate about securing a future for local wildlife on land and sea
- Be someone who leads by example and makes decisions based on evidence
- Be proactive, professional and pioneering in your everyday work
- Make sustainable choices
- Be able to work both alone and as part of a team
- Be flexible, practical and well organised
- Be friendly and approachable
- Have the means to travel to our headquarters as and when required.

In addition this role requires the following:

- A reasonable level of fitness and mobility and be able to spend large periods of time outside, in all weathers, sometimes on difficult terrain.
- A full, clean driving licence and access to your own vehicle.
- Reliability, and a willingness to work occasional unsociable hours.





# Benefits and rewards

We are a small and friendly organisation employing around 70 staff supported by a network of delivery partners, volunteers and trainees. The people who work for Cheshire Wildlife Trust are passionate about the natural environment and local wildlife conservation. We have a highly motivated and committed team who are driven to succeed, and we believe that our staff thrive best in a culture of creative freedom within a strategic framework. Many staff are involved in Cheshire Wildlife Trust's activities outside of their duties such as occasional volunteering to help with a wildlife survey or helping run a weekend/evening event.

At Cheshire Wildlife Trust we embrace agile working with a focus on supporting you to achieve your objectives alongside a healthy work-life balance. We operate a hybrid working policy with most staff working at least part of the week from home and/or out on site.

Our headquarters at Bickley Hall Farm (SY14 8EF) are set in the beautiful Cheshire countryside on a working farm managed by Cheshire Wildlife Trust. The farmhouse provides our main office space with fantastic views and the opportunity to walk around the farm in your free time. Depending on your role you may also have the flexibility to work from one of our satellite offices or use a hot desk hosted by a partner organisation.



Our full terms and conditions of employment are set out in your employment contract, staff handbook and benefits and remuneration handbook which will be issued to you at the start of your employment. A summary is included below:

### Future planning

- Group Personal Pension Scheme with contributions matched up to 7.5%
- Life Insurance cover of 3x salary

### Career progression

- All new employees undertake a probationary period of 6 months, in which time they are expected to demonstrate their suitability for the post.
- A personal development plan and paid job-related training.
- A salary and career progression framework with clear criteria.
- Salaries are externally and internally benchmarked.
- Professional membership fees are paid.

### Annual leave

- Starting full-time allowance of 25 days plus public holidays. One additional day is awarded after year 1,2,3,5,10 and 15 (pro-rated for part-time workers).
- Salary sacrifice scheme with the option to purchase up to an additional 5 days annual leave per annum (available from the April after your start date and pro-rated for part-time workers).
- Time Off in Lieu available for out of hours working



### Employee health support

- Employee Assistance Programme
- Access to a mental health first aider
- Eye tests paid for and paid time off for medical appointments

### Parents and carers support

- Parental and compassionate leave policies in place

### Travel

- Business mileage paid in accordance with our travel and expenses policy and if necessary, access to a Cheshire Wildlife Trust vehicle.
- A salary sacrifice bike to work scheme.

### Other perks and culture

- We are committed to ensuring we reflect and represent all parts of society by improving access to jobs and training opportunities for groups currently under represented in our sector. Read more about [our commitment to Equality, Diversity & Inclusion here](#).
- Annual staff away days
- Subsidised Christmas meal
- Dog friendly office available
- Discount from Cotswold Outdoor
- A dress for the day culture
- Access to charity worker discounts
- Relevant professional membership fees paid
- Salary sacrifice schemes for technology e.g. personal laptops/TV's





## How to apply

To apply for the position please send a copy of your CV as well as a covering letter in **PDF format** to Emma Raine (HR Officer) [jobs@cheshirewt.org.uk](mailto:jobs@cheshirewt.org.uk)

Your covering letter should explain in no more than **one side** of A4; which role you are applying for, and what skills and knowledge you have that you make you the right person for this role.

The closing date for this role is midnight on Sunday 4th May.

Applicants must have the right to work in the UK. Sorry, we are unable to offer sponsorship for this position.

