



Cheshire
Wildlife Trust

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





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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 Directorate. The main purpose of the department is to address the nature crisis locally by restoring nature at scale, strengthening the ecological network, defending nature and building the capacity of others to take positive action to achieve nature's recovery.

This position is part of the Ecological Network team

The role of Senior Living Landscape Officer (Grassland lead) is a Senior Technical Officer level position where the main purpose is to deliver agreed objectives that contribute significantly to achieving a specific strategic goal both directly and by supervising the work of more junior members of the team.



The specific purpose of this position is to:

- Manage and progress the delivery of an ambitious grassland creation, restoration and enhancement programme, by working in the wider landscape engaging with farmers, land stewards and partners.
- Champion the multiple benefits and importance of species rich grassland as a natural capital asset for the wider environment and society.
- Oversee the running of Cheshire Wildlife Trust's wildflower and tree nursery, supporting the delivery of our habitat creation work.
- Support the wider operations team with the delivery of commercial services (e.g. meadow creation to supplement the Trust's finances and build financial resilience).



Overview

Title: Senior Living Landscape Officer (Grassland Lead)

Team: Nature Recovery

Responsible to: Nature Recovery Programme Manager

Term: Permanent

Salary: £32,200 – £35,844 (starting in the region of £32,200)

Hours: Full-time/35 hrs per week.

Location: Bickley Hall Farm, Malpas, SY14 8EF. Role also covers all of Cheshire.

Main duties and responsibilities

- Work directly with land stewards to seek out opportunities and oversee the delivery of species rich grassland creation, restoration and enhancement projects to contribute to our 2030 objectives.
- Oversee the running of CWTs wildflower and tree nursery operation. Working with the wider team to ensure a supply of plants, implementing processes to ensure compliance with industry regulations and following best practice to produce healthy and high-quality stock.
- Contribute to the development of a grassland strategy, funding applications and programmes to build resilience into CWT's grassland work for the future.
- Deliver project work in line with funding requirements and constraints, on budget and to time ensuring funding is maximized and opportunities are met. Collating and submitting claims to meet project requirements where required.
- Ensure high quality communication including verbal and written reports to and between funders and stakeholders.
- Manage and organise contractors on multiple sites ensuring work is delivered on time, within budget and meeting quality standards.
- Work closely with partner organisations to develop good working relationships, to identify common objectives and find ways to work collaboratively to achieve them.
- Oversee our emerging volunteer grassland surveyor group, ensuring effective monitoring strategies are implemented to contribute to measuring the effectiveness of our work.

Main duties continued...

- Prepare annual work programmes for assigned projects to ensure effective management of resources, making decisions as to where best to deploy other members of the Nature Recovery team and volunteers and where to use external contractors.
- Devise and oversee the direct delivery of habitat creation and restoration work on nature reserves, working with partners, graziers, neighbours and other organisations to meet with reserve management plan requirements where appropriate.
- Oversee a range of commercial land management agreements on third party owned land.
- Keep up to date with evolving agricultural support and regulations that will shape the future of farming.
- Work alongside the Wild Network team to ensure local communities can have an integral role in the restoration of habitats on and off of CWT estate.
- Work with relevant staff across the Trust to ensure that the impacts of our work are well communicated to a wide audience.

Strategy, delivery and managerial responsibility:

- No direct responsibility for others but may supervise the work of 1-2 officers, trainees, assistants and volunteers. May give technical advice to others.
- Reports to either a Programme Manager or Team Leader and responsible for planning and delivery a work programme to meet set objectives.
- Required to show initiative and manage both proactive and reactive work





Fiscal responsibility:

- Accountable for raising funds and the day to day monitoring of project and contract budgets and/or other income streams of £50k-300k.

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 ensuring that project and contract work is carried out safely, lawfully and in line with relevant internal and external policies and regulations.

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.

Person specification

Knowledge and experience

You will have already gained at least 5 years relevant experience or at least a Level 5* qualification or be a member of a professional body within one or more of the following fields: Environmental Science/ Countryside Management.

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

- Practical, hands-on experience delivering habitat interventions relating to wetlands for associated priority species.
- Experience of writing and implementing site management plans and annual work programmes
- Experience of managing contracts and contractors
- Vocational qualifications such as CS30 & 31 (chainsaw use), PA1 & 6 (pesticide use) NPTC/ LANTRA certificates
- Basic level botany ID skills, capable of identifying priority habitat
- A sound working knowledge of wetlands and their associated priority species
- A strong understanding of agricultural practices and other rural land uses
- Experience of coordinating and leading volunteer

*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		
A1-E4	Education & Knowledge Exchange	X		
M1-M3	Environmental Management			X
M4-M6	Education & Knowledge		X	
P1-P3	Policy, Legislation & Standards	X		
S1-S4	Surveying		X	
SM1-SM3	Policy, Legislation & Standards		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.
- You are able to follow risk assessments and identify safe working practices for yourself and others.
- You are able to promote a positive culture amongst team members of wellbeing and H&S
- awareness and compliance with organisational policy and practice.
- You are able to communicate information confidently and clearly in ways that are appropriate to the audience.
- You are able to independently produce written communication to inform and persuade others.
- You can demonstrate awareness of the importance of identifying and engaging with relevant stakeholders, and developing suitable partnerships and does so under supervision. Able to plan and implement consultation activities under guidance.
- Able to demonstrate an awareness of effective data management, data sharing and security.
- Able to demonstrate an understanding of and ability to use a range of common software packages to record, manage and present data and other information.
- You must be able to demonstrate skills in methods of data management and sharing, in line with legislation and appropriate internal and external protocols. Be confident in the use of a range of common and bespoke software packages and be 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 demonstrate a basic understanding of the processes and systems needed to manage projects effectively and supports project manager(s) by undertaking supervised tasks. May have contributed to successful project fundraising activity

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

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 19th October.

Interviews are planned for the 3rd of November at Bickley Hall Farm.

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

