

**Hampshire &  
Isle of Wight**  
Wildlife Trust



**JOB INFORMATION PACK**  
**Assistant Reserves Manager (North)**

**CREATING A**



**HAMPSHIRE AND ISLE OF WIGHT**



# Welcome



*Debbie Tann*

**Debbie Tann**  
Chief Executive

I'm delighted that you are interested in working at Hampshire & Isle of Wight Wildlife Trust! This information pack contains all you need to know about the job on offer, and it will give you a flavour of our amazing charity and the vital work we do for wildlife and people across our two counties.

Here in Hampshire we have globally important wetlands around the coastline of the Solent and rare medieval heathland landscapes in the New Forest. Our thriving cities and suburbs are surrounded by exceptional places for wildlife including gin-clear chalk rivers, flower-rich grasslands and ancient woodlands. And our jewel in the crown is the Isle of Wight where you can walk all day across downland turf and along spectacular cliffs. That's our working environment and you could share it with us!

We offer an extraordinary place to work – our team are a passionate, friendly and dedicated bunch of real advocates for the natural world. We truly love what we do and we're an ambitious lot as well. Our exciting vision for the future drives us all forward, creating a buzzing energetic vibe in the office and beyond.

As you read through this pack, and perhaps explore our website too, I hope you will be inspired by all that the Trust has to offer and will be excited by the opportunity to show us what you can bring to our team. We look forward to meeting you!





# About us

- Hampshire & Isle of Wight Wildlife Trust was formed in 1960 by a small but dedicated group of volunteers concerned about the threats to wildlife in the local area. Over 60 years we have grown to become one of the largest and most successful nature conservation charities in the region. We're part of The Wildlife Trusts, a federation of 46 independent charities working together towards a shared vision of a Wilder Future.
- Today we employ 100 staff and our work is supported by more than 26,000 members and 1,200 volunteers. Our turnover is around £6 million each year.
- We look after more than 55 nature reserves covering over 4,600 hectares of land and we have two farms that support our 230 cattle and 250 sheep. We run three education centres which connect over 10,000 children with nature every year and we engage thousands of others to help them discover the wonders of nature on land and at sea. Each year, our nature reserves are visited by over 400,000 people and a further 40,000 people take part in a wide range of different activities with us.
- As well as delivering conservation management and wildlife projects ourselves, we work with a whole host of other organisations, agencies, farmers and landowners, schools, businesses, and communities to protect wildlife, restore ecosystems, and create more space for nature to thrive. We have a consultancy too – Arcadian Ecology and Consulting – which provides expertise across all areas of ecological survey and monitoring, land advice and planning.
- And we use our expertise and experience to influence policy and legislation, and campaign for a better future for wildlife on land and at sea. We do this locally and also nationally as part of the UK partnership of Wildlife Trusts and with the wider environmental sector.
- At the end of 2019 we launched a new, exciting and ambitious strategy – Wilder 2030 – which sets out our plans for the next decade as we respond to the climate and ecological crises. Our work has never been more important.





# Hampshire's wonderful wildlife

Hampshire & Isle of Wight  
Wildlife Trust



- Hampshire is one of the most biodiverse counties in England. From the coastal marshes of the Solent, to globally rare chalk streams, heathlands, chalk downlands and the New Forest – this is a special place.
- We look after 42 nature reserves across Hampshire including: Roydon Woods, a 1000-acre ancient woodland in the heart of the New Forest; Farlington Marshes on the Solent coast, supporting tens of thousands of wetland birds; Winnall Moors on the River Itchen, rich in chalk stream rarities like southern damselfly, otter, water vole and brown trout; and Fishlake Meadows, a naturally rewilded former arable farm and now a wetland wonderland supporting osprey and bittern.
- Our three education centres welcome children and young people throughout the year and offer opportunities to connect with nature and learn more about local wildlife. Beyond our reserves, we work with schools, groups and businesses to create wilder communities, including our Wilder Portsmouth project in partnership with Southern Co-op.
- We also work on a whole variety of projects to improve wildlife on other people's land – including a major partnership project Watercress & Winterbournes, the New Forest Non-Native Plants Project and the Wallop Brook Farmer Cluster Project.
- Although our work has protected many incredible wildlife gems and significantly improved other areas, these still represent a small percentage of the county. Economic development, intensive land use, pollution and climate change are all threatening our precious natural environment.

**For a wilder Hampshire & Isle of Wight**





# The Island's wildlife riches

- The Isle of Wight is an incredible place for wildlife. At only 23 miles wide, the Island is a microcosm of south-east England with all the habitats characteristic of the region found here. In fact, it is unusually rich in species and habitats compared to similar areas on the mainland.
- The chalk grasslands, maritime cliffs and slopes, and the estuaries are important on a national and international scale. Being an Island, its relative isolation means there are fewer introduced species such as grey squirrels, deer or mink here and there are stable populations of native animals which have become rare on the mainland, such as red squirrels, dormice, bats and water voles. The mild climate and maritime situation provide a foothold for species such as the Glanville fritillary butterfly, on the northern edge of its European range.
- The Trust has added a number of new sites to our complex of nature reserves on the Island in recent years, and the east Wight area from the chalk ridge to the Yar valley is now central to our plans for rewilding and reintroducing missing species such as the cirl bunting, chough, and beaver. The potential to develop a nature-based economy here is truly exciting.
- Whilst the Island is undoubtedly richer in wildlife than many parts of the mainland, it is not immune to losses. Nature is still declining here, and the majority land use is intensive agriculture. Space where wildlife thrives is far too small and too isolated to be sustainable and resilient, especially in the face of climate change and a growing human population.

**For a wilder Hampshire & Isle of Wight**





# Marine wildlife wonders

- Did you know that dolphins, cuttlefish and seahorses can all be found in the seas off the Hampshire and Isle of Wight coast?
- The Solent is one of the busiest seaways in the world, yet still supports marine habitats and species of national and international importance. Our rich and productive shores and mudflats support thousands of migratory and breeding birds and our seagrass beds provide food, shelter and nursery grounds for commercially important sea bass and spider crabs.
- We work and campaign for wilder seas. We use the valuable data that we collect to help advocate for better protection and management of our seas. We also inspire local people to understand and help to care for our wonderful marine wildlife and habitats.
- Our Lottery funded project, Secrets of the Solent, spans the Hampshire coastline and crosses the water to the Island. We inspire communities, fishermen, recreational boaters and others to appreciate and care for our wonderful marine environment. We communicate with those who work, travel or simply enjoy being on our seas, to promote sustainable fisheries and responsible activities, particularly inside our important Marine Protected Areas.
- But our seas remain under tremendous pressure from over-exploitation, disturbance and pollution. Organic waste and excess nitrates from fertilisers overwhelm natural systems and drive down biodiversity. And, as with life on land, our local seas are at critical threat from the effects of climate change, global warming and sea level rise.

**For a wilder Hampshire & Isle of Wight**



# Our strategy



Our ten year vision and strategy Wilder 2030 was launched in October 2019. The plan is our response to the nature emergency – recognising that the twin threats of climate breakdown and ecological collapse are the most important issues of our time. Our strategy recognises that the Trust has a vital role to play in making a substantial local contribution to tackling this global challenge.

Our work over the past 60 years has protected some of the most important places for nature. But now our work must step up a gear. As well as protecting the fragments of wildlife rich habitat that we have left, we need to start restoring ecosystems as scale. Wilder 2030 sets out our ambitious strategy to put nature into recovery.

This decade is critical and 2020 will be a significant turning point. We must get many more people on nature's side and create much more space for wildlife to thrive. The science suggests that we need 1 in 4 people to take action for nature, and that we need at least 30% of our land and sea to be made much wilder. The pressures on nature must also be reduced everywhere else so that the wider environment is less hostile for wildlife and resources are used more sustainably.

We know that investing in nature-based solutions makes economic sense and that nature's recovery can help tackle the climate crisis. We know that missing species must be returned to heal broken ecosystems. We know that nature's recovery is essential for people's health and wellbeing and for a better society. As the leading local champion for wildlife in our two counties, the Trust can deliver all this and more, either directly or through partnerships or by inspiring action in others.

Our strategy positions the Trust as both a campaigner for, and deliver of our mission. Through our two flagship programmes – Team Wilder and Wilder Land and Sea – we will restore and rewild the landscape and build a movement for change to tip the balance in favour of nature.

*Wilder*  
**FUTURE**



# Our Vision is for a wilder Hampshire and Isle of Wight ...

where nature is recovering, wildlife is returning, damaged ecosystems are being restored, and everyone benefits from a healthier, more resilient, natural environment

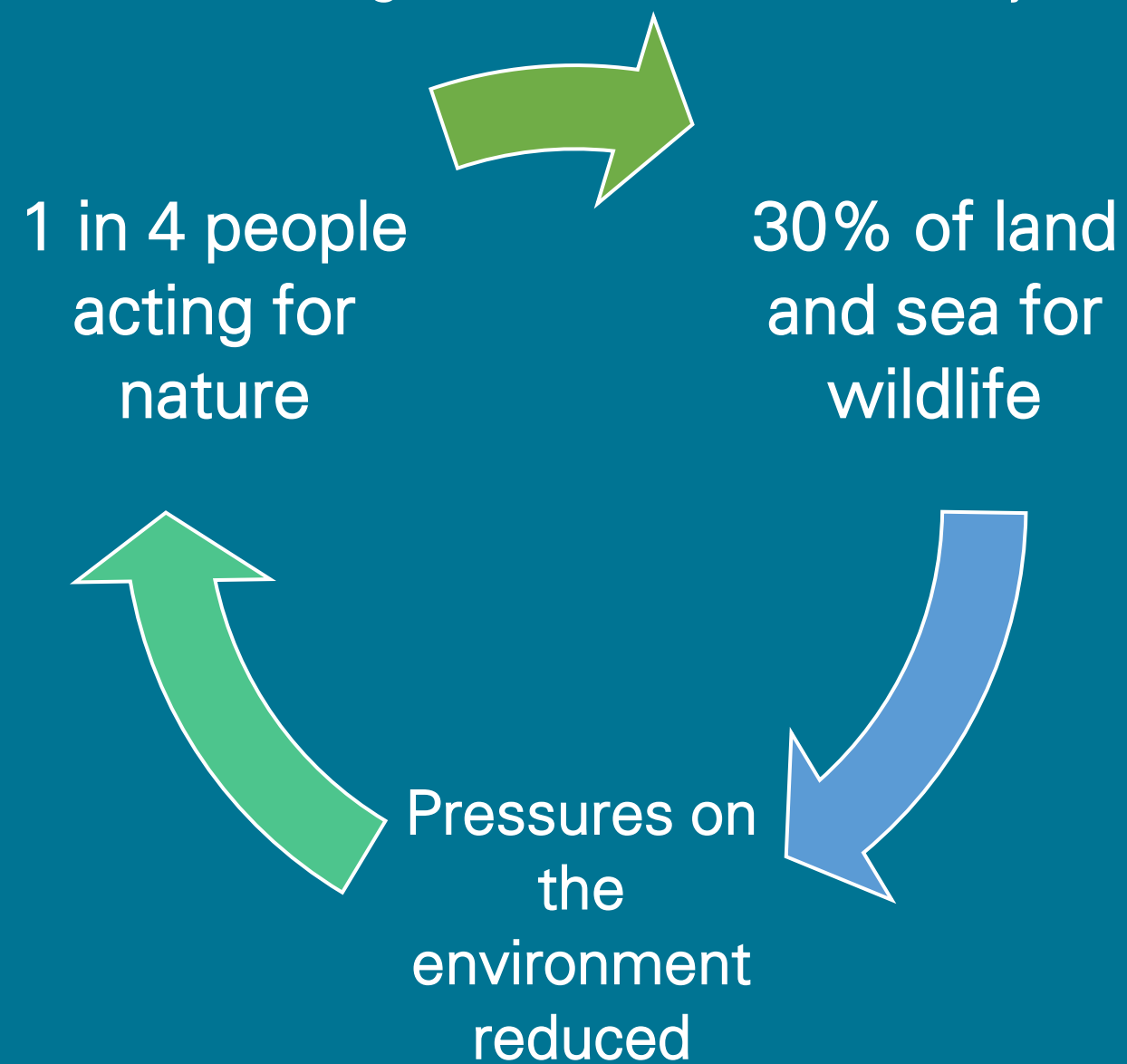


**“Our Mission is to get more people on nature’s side and create more space for wildlife to thrive”**

Two flagship delivery programmes:



Three overarching and inter-connected objectives:







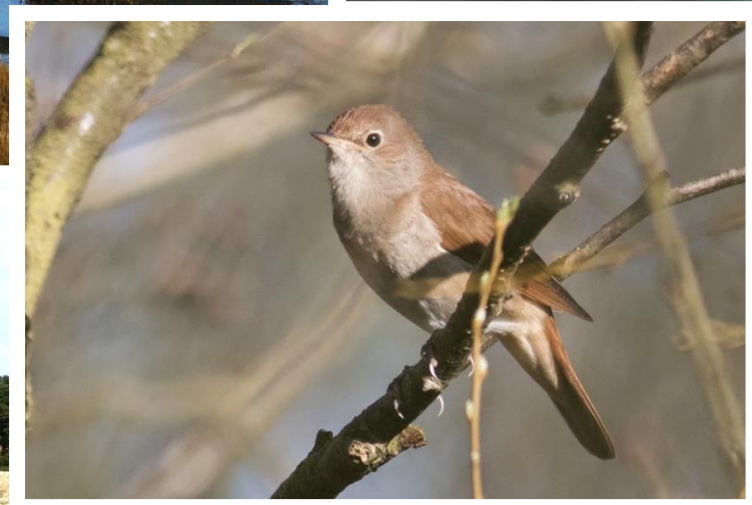
# Team Wilder



- Our Team Wilder programme is all about getting more people on nature's side.
- Education and engagement is core to our charitable purpose, and we have provided high quality opportunities for children and adults to learn about nature for many decades. In our strategy, we set out how our engagement work needs to broaden as we step up in response to the nature crisis. We know that there has been a huge surge in interest in the natural world, and concern about the climate emergency and ecological crisis is growing.
- To succeed in our mission we need many people on nature's side – both supporting the Trust and taking action themselves. We are doing more to connect people with nature and encourage 1 in 4 people to take action for wildlife as well as changing their behaviours to reduce their pressure on the environment.
- Alongside embedding the five pathways to nature connection into our educational experiences and visitor engagement on reserves, we're also building programmes which draw on principles from the psychology of behaviour change, community empowerment, and movement building. Our strategic aim is to build a movement of Wilder champions and support Wilder communities across every part of our two counties through Team Wilder.
- There's a role in Team Wilder to suit everyone, whether they're members and supporters, children and young people, individuals, farmers, business leaders, politicians, partners, visitors or the wider public.
- We provide opportunities and support for people wanting to step forward, whether to champion Team Wilder or to lead, create or campaign for change in their own community. We provide toolkits and training, tailored programmes for schools, and engaging campaigns and events to connect people with their local wildlife.
- The programme is underpinned by continuous evaluation and design with our audiences that builds a programme that's right for all – and helps reach our 10 year goal of doubling our membership to build more support for the Trust and for nature.

**For a wilder Hampshire & Isle of Wight**





# Wilder Land & Sea

- Our Wilder Land and Sea programme is all about making more space for wildlife by creating a network for nature – spaces where wildlife can thrive, from our own estate to large rewilding projects to small urban gardens and everything in between. Our strategic goal is to achieve 30% of land and sea for nature’s recovery, and for the pressure on the environment to be reduced everywhere else.
- For decades the core of our work has been our nature reserves, and these continue to be at the heart of the nature recovery network that we need. Our work in the next decade will focus on protecting, expanding and connecting these sites to create a larger functioning network for nature that helps wildlife to recover from past declines. One of our goals is to double our estate to create new nature reserves.
- The programme encompasses not only our direct delivery for wildlife but our work to engage and support others to create space for wildlife on their land. Working with farmers and landowners, partner organisations and businesses, we provide advice and professional services, as well as delivery of partnership projects.
- Our missing species programme aims to improve ecological functioning, bringing more diversity and abundance to depleted lands. We are excited to be spearheading rewilding projects and the return of the beaver to the Isle of Wight, as well as championing an ambitious rewilding farmland birds programme.
- Nature-based solutions are another key delivery mechanism for our mission, as we recognise that investing in the carbon sequestration potential of marine and terrestrial habitats will have a huge role to play in a greener economy. Reducing pollution is another function that natural solutions can deliver, and we are pioneering new approaches such as nitrate credits and the Building with Nature standard to ensure that new developments deliver benefits for wildlife.
- Alongside delivery, our advocacy programme inspires and challenges others to contribute towards our 30% goal, and we campaign for better legislation and policy to create the drivers and incentives for the change we want to see.

**For a wilder Hampshire & Isle of Wight**

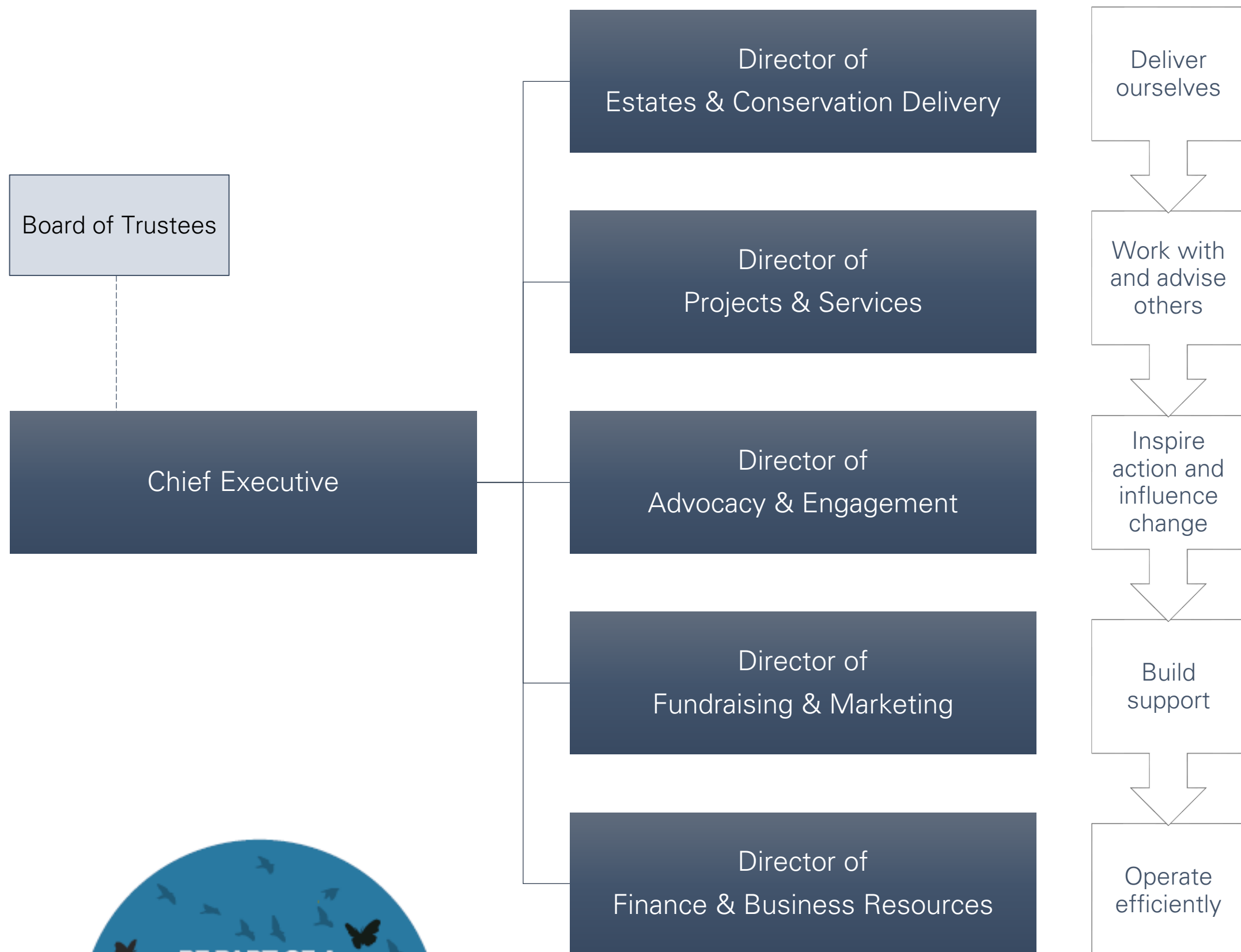


# Organisational structure

Our teams are organised to reflect our strategy, recognising the main ways in which we can deliver our mission:

1. Estates & Conservation Delivery – the team focuses on direct delivery of our mission through our nature reserves, carrying out habitat management and wildlife restoration work as well managing the land associated with our education and visitor centres; using our assets to demonstrate what is possible and position the Trust as a key delivery body for nature’s recovery.
2. Projects & Services – the team leads on working with others to deliver for nature through the provision of expert advice, assistance and specialist services, (including consultancy) as well as leading and coordinating partnership projects and delivering nature-based solutions across the wider countryside.
3. Advocacy & Engagement – the team leads our policy and advocacy work, campaigns and public engagement to influence change, using evidence and expertise to raise awareness about the issues, push for changes in legislation, policy and practice, and inspire people to take action for nature through Team Wilder as part of a growing movement for wildlife.
4. To support all of this activity we need to build support and income through fundraising, marketing and supporter engagement. The Fundraising and Marketing team raises funds, looks after our supporters, communicates and promotes our vision and impact, and captures those we engage through our delivery programmes so they can join our movement for wildlife, becoming supporters and advocates for nature’s recovery.
5. The Business Resources team provides essential support services to ensure the Trust is a modern, efficient, carbon-positive business with the right human, financial and other resources to deliver.

**For a wilder Hampshire & Isle of Wight**







# Our people

Of course we would not be able to achieve any of our work without our wonderful staff and volunteers. It is the invaluable experience, skills, knowledge and expertise which will make sure our Wilder 2030 ambitions turn into reality.

Our team is a talented bunch with an array of brag-worthy accolades and achievements. For example:

- The hard work and dedication of Alison Cross, our Principal Farm Advisor, resulted in her winning the Arable Farm Advisor of the Year Award in the 2019 Farmer's Weekly Awards.
- Our Ecology team are nationally renowned for their expertise in various species including Dr Ben Rushrook, Senior Ecologist, who is an expert on chalk stream biodiversity, especially the native crayfish and southern damselfly.
- Rachel Remnant, Reserves Officer, is nationally recognised for her expertise in managing floodplain hay meadows and chalk streams and is a national ambassador for these rare and special habitats.
- Dawn Preston, Education Officer, is one of only 14 people in the UK who is endorsed and accredited by the FSA as a Forest School Trainer.
- Martin De Retuerto, Director of Projects & Services and his team won the much-coveted Orvis Conservation Awards for the transformative river restoration work completed at Winnall Moors.
- Our New Forest Non-Native Plants Project, delivered by Catherine Chatters and Jo Gore for the past decade, has been recognised by Government as one of the most successful projects of its type and is a real exemplar both nationally and internationally.
- Our Senior Marine Specialist, Dr Tim Ferrero is a leading expert on marine ecology with more than 65 published papers to his name in peer reviewed scientific journals.

And that's just a few of the brilliant professionals who make the achievement of our mission possible. All in all we have just over 100 staff and 1,200 volunteers who do excellent work for wildlife every single day!

**For a wilder Hampshire & Isle of Wight**





# What we offer

## Pay

Whether you are Reserves Officer shaping habitats for wildlife or a Finance Officer crunching the numbers, you are vital to the achievement of our vision for a wilder future. We want to make sure that you stay with us and feel valued, recognised and rewarded. So we benchmark our salaries against similar organisations to make sure we offer a competitive salary for all. We are also a living wage employer.

## Pension

Securing your future is as important to us as securing the future for wildlife. All our employees are auto-enrolled into our pension scheme. Those on permanent contracts, or fixed term contracts for over 2 years, receive 6% contribution from the Trust with an employee contribution of 2%. Those on temporary or shorter termed contracts are auto-enrolled onto our NEST pension scheme, receiving a 3% contribution from the Trust and paying 5% themselves.

## Holidays

Whether you want to hibernate or travel south for the winter, you will receive a generous 25 days holiday plus 8 bank holidays each year (pro-rated for part time staff). Your holiday entitlement will increase with your length of service to a maximum of 30 days per year.

## Flexible Working

As we work to tip the balance in favour of nature, we are keen to ensure that our employees have a healthy work life balance too. We are always ready to talk to staff about ways we may be able to support this. We have a number of staff who work part time, from home or with flexible working patterns.

## Health and Wellbeing

Like nature, should you need support to recover, we offer enhanced sick pay above your statutory entitlement. We also fund counselling sessions for employees who would like help with their mental health and wellbeing as part of our Employee Assistance Programme.

## Learning and development

We ensure that wildlife has a habitat to thrive in and we do the same for our staff. We commit to ensuring that our employees have the skills, knowledge and experience they need in order to excel at their role. We recognise talent and actively support professional training and career development.

## Team building and social activities

Although we like to work hard, we also like to have fun. We encourage and organise a range of activities to give staff plenty of opportunities to build good relationships across and within teams. Through regular staff meetings and get-togethers, fundraising events, quizzes, social nights and trips out to see wildlife on our reserves, it's important to love where you work and so we encourage everyone to take part and feel part of the amazing family that is the Trust!





# Equality, diversity and inclusion

## Our vision

The Wildlife Trusts believe that everyone should have the opportunity to experience the joy of wildlife in their daily lives, and we are committed to putting equality, diversity and inclusion at the heart of our organisation and our growing movement for nature.

Our vision of a wilder future for all goes hand in hand with the creation of a diverse organisation that reflects the communities that we serve. The differences of thought, skills, ideas and experience brought by a diverse team of staff and volunteers will be invaluable in tackling the future challenges faced by nature and wildlife.

However, we recognise that our workforce needs to better reflect the communities in which we live and work, and we are currently not doing as well as we would like to attract diversity within our workforce. Nature conservation is currently one of the least diverse professions in the UK and we must do far better to encourage and inspire people of all backgrounds to join our team.

## Where we are now

Today our gender and age diversity is good within the Trust. Women are well represented and we have a good spread of different ages within the staff. Based on our gender pay gap calculations, on average (median) men and women are paid equally at the Trust and our mean calculations report that on average women get paid slightly more than men.

We do, however, recognise that there is much work to be done on improving representation in other areas, particularly with regards to ethnic and racial diversity across our volunteer base, staff body and board of trustees. We are not as diverse as we want to be, or that nature needs us to be.

We have successfully delivered paid traineeships and apprenticeships over a number of years, as a means to access employment in the sector. We are now working on an equality, diversity and inclusion strategy to take a more proactive approach to the issue.

## Our commitments

We are committed to ensuring we reflect and represent all parts of society by improving access to jobs and training opportunities for groups currently underrepresented in our sector.

We are committed to ensuring a working environment in which all individuals are free from discrimination and in which opportunities are equal to all.

We encourage applications from all sections of the community, particularly those underrepresented within our sector, including people from black, Asian, minority ethnic backgrounds and people with disabilities.

We are committed to creating a movement that recognises and truly values individual differences and identities.



# Job Information

- About the role and what we are looking for
- How to apply





# Job Outline


## Assistant Reserves Manager (North)


- Reporting to the Reserves Manager Central and North, this job requires the management of a team of staff and volunteers responsible for a suite of Trust nature reserves and projects in north and east Hampshire, with a future objective of overseeing the conservation, monitoring and grazing management of the MOD training Estate in the Thames Basin Heaths and Wealden Heaths Special Protection Areas.
- Liaising with a wide range of stakeholders the job requires clear thinking, good negotiation skills, diplomacy, forward planning and excellent time management, to ensure the multiple and varied aspects of the team are all delivered on time and on budget.
- Representing the Trust and promoting its policies to a number of external stakeholders including MOD, Local Authorities, South Downs National Park, Environment Agency, Natural England and other eNGO's, is a crucial part of being able to ensure this job is carried out successfully to secure long term management on some of the UK's most highly designated conservation areas.


£ Salary: £28,000

 Responsible for: Reserve Officers, Assistant Reserve Officers, Volunteers & Contractors

 Reporting to: Reserves Manager Central & North

 Term: Permanent

 Hours: 35 hrs pw

 Base Location: College Copse, Hook, North Hampshire



# Key Responsibilities

## Line Management

- Line manage and support conservation staff (Reserves and Project Officers) delivering the Trust's work in the area conservation team helping them achieve excellent work performance, delivery on the ground, following the Trust's staff management policies and procedures i.e. carry out annual performance and development reviews, regular supervisory meetings, setting and monitoring targets and reporting on achievements.

## Delivery

- Work closely with the Reserves Manager Central and North, Director of Estates & Conservation Delivery and Grazing Enterprise & Farm Manager to ensure compliance with our legal and contractual obligations of Agri-environment schemes are met, as well as ensuring the successful delivery of landscape scale grazing regimes, and associated logistics, across multiple sites, on a year round basis is continued.

## Stakeholder Engagement

- Representing the Trust and promoting its policies to a number of external stakeholders including MOD, Local Authorities, South Downs National Park, Environment Agency, Natural England and other eNGO's, is a crucial part of this job to secure long term management on some of the UK's most highly designated

conservation areas, and ensuring that the close working relationships and partnerships that are in place now, continue to grow and thrive.

## General

- Contribute to the success of the Trusts 'Wilder' 10 year strategy.
- Participate fully in team, department, and staff meetings, maintain excellent communication with other staff across the Trust and embody a positive culture of sharing and learning.
- Promote the Trust wherever possible, in particular recruiting new members and acting as an ambassador for our vision, values and aims.
- Abide by Trust procedures and policies, in particular Health & Safety and Equal Opportunities, Safeguarding & Child Protection and GDPR.
- Follow finance policies, processes and procedures
- Undertake additional duties commensurate with the post as may reasonably be requested from time to time.



# Key Responsibilities

The role is split largely into three main areas:

- The first, working closely with the Central and North Reserves Manager, is to effectively manage the Northern estate to deliver of all conservation activities. This includes practical delivery on nature reserves, conservation grazing, land advice and project delivery. Through managing and co-ordinating a team of staff and well over 100 volunteers the post holder will be required to ensure that multiple Agri-environment schemes, numerous Service Level Agreements and management agreements, will all have their contractual obligations met with works being delivered on time and to a strict budget. All staff within the team need to be line managed to a high standard with their workloads, welfare and professional development always considered with regular team meetings, 1-2-1's, PDR's and annual appraisals all being crucial to a smooth, and fun, running of operations.
- Secondly the role needs to work closely with multiple colleagues within the Trust, including the Central and North Reserves Manager, Director of Estates & Conservation Delivery and Director of Communications & External Affairs, to develop opportunities in line

with the relevant Trust strategies within the area including fundraising, representing the Trust on relevant partnerships and developing new projects. It needs to work with relevant strategy leads to monitor progress towards relevant Trust objectives in the area. Close liaison with the Grazing & Farm Manager to ensure compliance with our legal and contractual obligations, and ensure Trust policies are adhered to, as well as on the delivery of landscape scale grazing regimes, and associated logistics, across multiple sites on a year round basis, is very important.

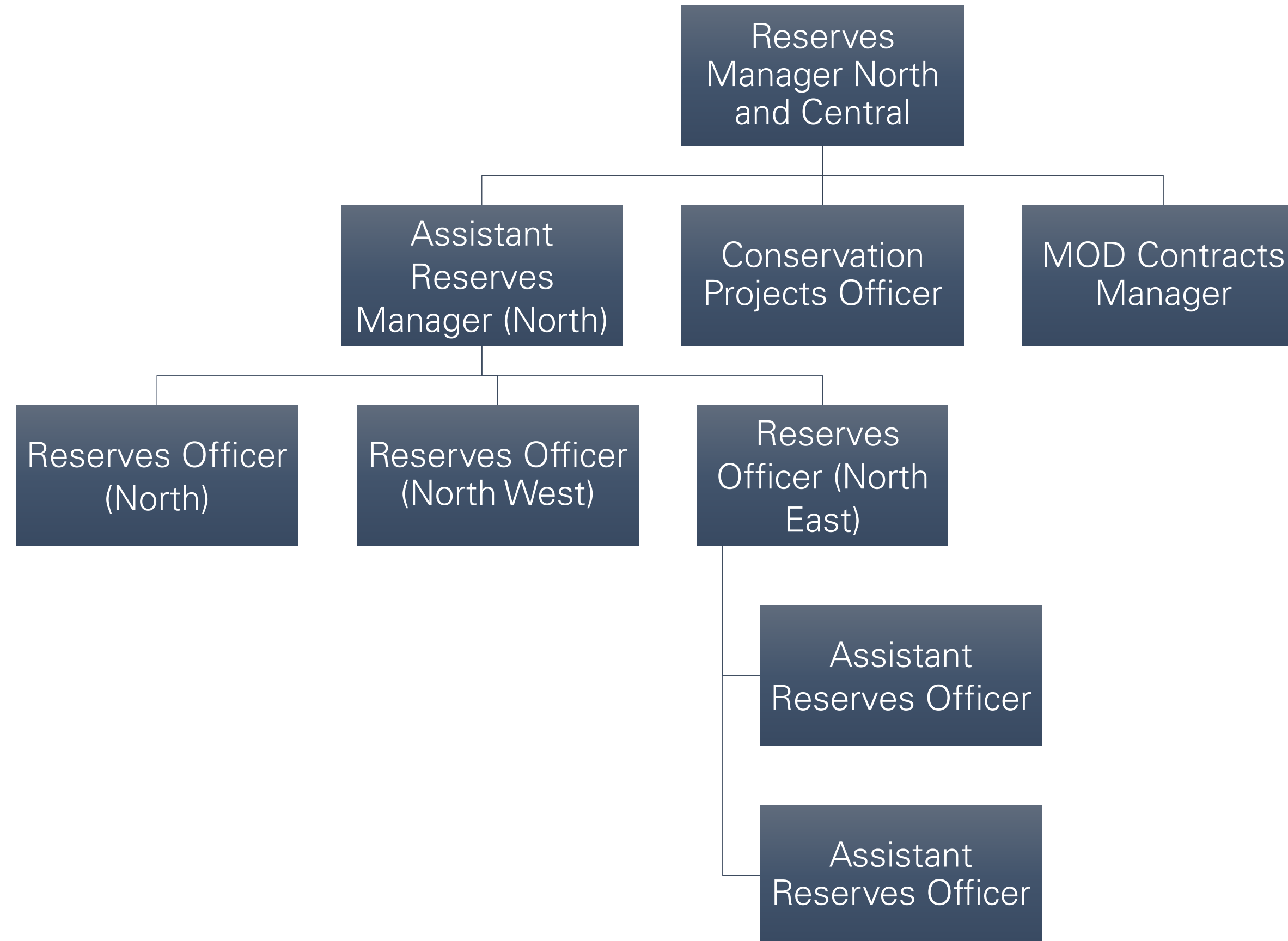


# Key Responsibilities

- The third work stream involves considerable liaison with external partners and other professional bodies including Natural England, Forestry Commission, Environment Agency, Local Authorities, National Park Authorities and other environmental NGO's and the MOD. At all times a high level of professional judgment is required as well as diplomacy and consideration to other partners needs. A good understanding of current policies, in an ever-changing world, affecting the countryside is required along with a excellent understanding of ecological principles, with a particular focus on heathland associated habitats and species. A high level of understanding and forward planning of budgets is required across a number of budget areas.
- As a developing work stream, working with the MOD contracts manager and Central and North Reserves Manager the post holder will need to, in time, take responsibility for overseeing delivery of work across the MOD training estate, ensuring we meet the HLS/CS targets set for each site, and produce an annual work plan, and associated budget for over 1200ha's of SSSI, SPA heathland. These works will need signing off by MOD personnel to ensure compliance with Military Training requirements for each area, and any necessary permissions required from relevant authorities. All works will need to be drawn up into specifications and tendered to contractors using Trust procurement procedures and then successfully overseen on time and on budget. Annual monitoring and surveying of the estate and previous works will be required to gain support and continue momentum of successful management in previous years. Results of the years works are reported to MOD Conservation Groups twice per year.
- The ability to manage one's time well, prioritise tasks in a constantly changing working environment and always be able to offer support and time to those in your team are key to being successful in this role.



# Team Structure





# Person specification

## EXPERIENCE

- Working with partners and other professional bodies on projects at a landscape scale.
- Line managing a small team.
- Setting up specifications and running tenders with contractors
- Supervising contractors in habitat conservation works
- Working with Agri-Environment Schemes
- Budget management
- Supervising volunteers
- Working with and around livestock (cattle and ponies) and setting grazing regimes to meet conservation objectives
- Driving license with experience of off-road driving.
- Knowledge and experience of managing nature reserves
- Trained and (where relevant) certificated in the safe use of chainsaw and brush cutter
- Trained and (where relevant) certificated in the safe use of pesticides and herbicides

## KNOWLEDGE

- Good depth of knowledge of current Agri-Environment schemes and future Countryside Stewardship schemes.
- Thorough understanding of heathland eco-systems and their management requirements.
- Awareness of conservation issues and ecological processes in a wider range of habitats and high priority species.
- Knowledge of requirements and limitations on designated sites and features.
- Good understanding of H&S considerations of carrying out habitat conservation works on publicly accessible sites.

## SKILLS


- Excellent organisational and record keeping skills.
- Ability to prioritise jobs in a challenging and constantly changing work environment
- Excellent surveying and monitoring skills as well as good general ID skills.
- Task leadership skills and a willingness to make decisions.
- Clear communication skills using a variety of media.
- Ability to write focused reports and evidence work.

## PERSONAL QUALITIES

- Self managing but capable of working as part of a team.
- Able to take initiative and demonstrate assertiveness in a range of situations.
- Excellent interpersonal skills.
- Confidence and belief in conservation efforts.
- Excellent time management and prioritisation skills.
- Ability to be achieve objectives through diplomacy.



# How to apply



Please fully complete both Part A and Part B of our application form.


In section 8 you'll need to demonstrate, with detailed examples, how you meet the job requirements.



We shortlist candidates against the job requirements and person specification.

Only those successfully shortlisted for interview will be contacted.

If you don't hear from us then assume you have not been shortlisted.



Our interview process normally consists of formal questions, a presentation or task, and a chance for an informal chat.

We sometimes invite people back for second interviews.



# Charity Information

## Structure

Hampshire and Isle of Wight Wildlife Trust is a registered charity (No. 201081) and a company limited by guarantee in England and Wales (No. 676313). VAT registration number 238466579.

The charity was founded and incorporated as a company limited by guarantee on 28 November 1960, as Hampshire and Isle of Wight Naturalists' Trust Limited. On 4 June 1991 the charity changed its name to Hampshire and Isle of Wight Wildlife Trust Limited, later simplifying it to Hampshire and Isle of Wight Wildlife Trust on 19 December 2006.

The charity has two subsidiary trading companies. Their work is overseen by a board of Directors which is accountable to Council. Day-to-day management of the Trust's two subsidiary companies is delegated to the Chief Executive.

- Arcadian Ecology and Consulting Limited Established in 2016; Company No. 10033962. The consultancy delivers a range of chargeable services including ecological surveys and the provision of land management advice. As a subsidiary of the Trust, Arcadian abides by the Trust's policies and procedures and staff are subject to the same terms and conditions of employment.
- HIWWT Trading Limited Established in 2013; Company No. 08478757. Currently dormant, the company provides the Trust with a vehicle for the potential development of trading activities in the future, such as retail sales.

Hampshire and Isle of Wight Wildlife Trust is a member of the Royal Society of Wildlife Trusts (registered charity number 207238) along with 45 other Wildlife Trust members throughout the UK which are collectively known as The Wildlife Trusts.

## Charitable Purposes

Hampshire and Isle of Wight Wildlife Trust has two main charitable purposes in accordance with the Charities Act 2011 and as set out in our Articles of Association:

1. For the benefit of the public, to advance, promote and further the conservation, maintenance and protection of the environment.
2. To advance the education of the public in the principles and practice of sustainable development and biodiversity conservation.

In support of these purposes, the Trust promotes research in all branches of nature study and the publishing of the useful results thereof.

## Public Benefit

Section 17 of the Charities Act 2011 sets out the requirement for all charities to deliver public benefit. The Trust's public benefit is enshrined in its charitable objectives and activities, providing multiple benefits for the public which are wide-ranging and long-lasting.

Our nature reserves are used extensively by the public for quiet recreation; many have access on clearly marked paths along with information and interpretation for visitors. The land we manage provides a range of other public benefits such as flood risk management, carbon storage, pollination, pollution control and aesthetic beauty. Government and businesses are now recognising the essential role that nature plays in supporting the economy, not least through the provision of these public goods and services.

Through providing advice and assistance to farmers and landowners, the Trust helps to support the rural economy and wider landscapes valued by the public. We deliver an extensive education and engagement programme, inspiring thousands of people of all ages. From schools, colleges, adult groups and the wider public, to enjoy contact with the natural world and benefit from its positive effect on health and wellbeing.

Evidence and advice provided by the Trust to local government, private companies, landowners and communities helps to ensure that decisions on policies relating to land management, development, and public health take full account of the public benefit of wildlife and a healthy environment.



**Hampshire &  
Isle of Wight**  
Wildlife Trust



**CREATING A**

**WILDER**

**HAMPSHIRE AND ISLE OF WIGHT**