



NORFOLK WILDLIFE TRUST

POST: WEST NORFOLK HEATHLANDS OFFICER

The West Norfolk Heathlands Officer will be based in West Norfolk and will work as part of the NWT West Norfolk reserves management team. The Officer will work mainly at the following six reserves: Roydon Common NNR, Grimston Warren, The Delft, East Winch Common, Syderstone Common and Narborough Railway Line. Other reserves managed by the West Norfolk team include Holme Dunes and Ringstead Downs. The Officer will report to the locally-based West Norfolk Reserves Manager, and will line-manage an Assistant Warden.

The Officer will carry out management work on the heath & fen reserves, but also be a part of the work of the wider NWT Nature Reserves Team. On the west Norfolk heath & fen reserves, grazing is an important management process; many of the sites are grazed by the Trust's ponies and sheep, and stock management is a significant part of the reserve management operation.

WEST NORFOLK RESERVES

The west Norfolk heath & fen reserves include some of the best examples in the county of heath, mire and chalk grassland and are home to important species such as natterjack toad, great crested newt, hen harrier, nightjar, woodlark, scarce emerald damselfly, raft spider, lesser butterfly orchid and marsh gentian. All of them except Grimston Warren and The Delft are designated SSSIs; Roydon Common is also a SAC, NNR and Ramsar site. Grimston Warren is an exciting 110 hectare habitat re-creation project to which a further 21 hectares of wetland restoration have recently been added; the Roydon, Grimston, Delft complex of heath, mire and woodland will extend over some 365ha making it one of the largest inland nature reserves in the east of England. This large expanse of semi-natural habitat also forms a key part of the Gaywood Valley Living Landscape. Ratcliffe, in Nature Conservancy Council's 1977 Nature Conservation Review, described Roydon Common as one of the best examples of a lowland mixed valley mire system in lowland Britain and this is still true today.

POST PROFILE

The post holder will be responsible for the day-to-day effective running of the west Norfolk reserves and will be responsible to the West Norfolk Reserves Manager. Over the first three years the post-holder will be expected to become completely familiar with all aspects of planning and implementing management of these reserves as well as developing a comprehensive understanding of their complex ecology and conservation.

The successful candidate will have a good working knowledge of wildlife conservation and especially of heath and mire habitat management techniques and ecology. An equivalent background in other habitat types will be acceptable provided there is a clear and demonstrable level of ability and experience to instil confidence that the successful candidate will be able to rapidly learn. The successful candidate will have the ability to work as part of a team in managing these sites and will require sound organisational skills to substantially contribute to the running of an effective operation. Good communication skills are essential, both with colleagues and members of the public. The successful candidate will also have prior experience and training in the use of tractors, ATV, brushcutter, chainsaw, pesticide application and in first aid and will have experience of livestock management as well as good record-keeping,

administrative and organisational skills. Experience of ecological monitoring would be an advantage. The post can be physically demanding.

The West Norfolk Heathlands Officer has the advantage of working at some of the county's most important wildlife sites, and gives the opportunity to gain forward-looking experience of management of nature reserves. It is suitable for anyone with the appropriate experience wishing to continue a full-time career in nature conservation, and in the management of protected sites.

NWT aim to maintain and improve their staff skill-base by providing on-going and relevant training and updates.

The post-holder will work a 5 day week, normally 8:30 – 4:30 including one day each weekend, however some early mornings and late evenings may be required for which time off in lieu will be granted. .

The salary range is £20,000 to £22,500 per annum depending on experience. We will also contribute 7% of salary to the group personal pension scheme (with Aviva) after completion of six months service which increases to 8% contribution after three years continuous service. There is no formal grading and annual increment system, but salaries are reviewed annually.

You will be allowed 20 days paid holiday plus statutory bank holidays. The annual holiday allowance is increased by an additional one day per year for each year after completion of five years service, up to a maximum of 25 days in total.

APPLICATION PROCEDURE

Candidates should apply by sending a copy of their CV, detailing education, employment history, relevant experience and two references. You must also send a statement outlining why you consider yourself suitable for the post and what particular skills and attributes you have which will enable you to fulfil the requirements of the job. A job description and background information is enclosed to assist you with this.

Completed applications should be marked Private and Confidential and sent to Debbie Fuller at Norfolk Wildlife Trust, Bewick House, 22 Thorpe Road, Norwich, NR1 1RY.

Closing date for receipt of applications is Monday 20 February 2012. Applications received after that date will not be considered. Interviews are likely to be week commencing 5 March 2012.

We regret that we are unable to acknowledge receipt of your application unless you send a stamped, self-addressed envelope. Otherwise, we will only contact you if you have been selected for an interview. If you have not heard again from us by 16 March 2012 you should assume your application has not been successful.

Norfolk Wildlife Trust
January 2012