

JOB DESCRIPTION

JOB TITLE: Seasonal Assistant Ecologist / Seasonal Ecologist
TEAM: Norfolk Wildlife Services
POST: 6-month full-time contract
START DATE: March/April 2024

REPORTING TO:

Senior Ecological Consultant.

WORKING RELATIONSHIPS:

Other NWT staff, consultancy clients, other organisations, members of the public, suppliers and contractors.

MAIN DUTIES:

The successful candidate will complete ecological fieldwork, primarily for bat emergence surveys, other protected species and habitat surveys. We have a strong local client base and pride ourselves on working on sites predominantly in Norfolk.

You will organise and give ecological and administrative support to consultancy projects, e.g. review Night Vision Aid footage and bat spectrogram data, charge and maintain survey equipment, landowner liaison arranging access, assisting with quotes and tenders. You may also provide expertise or assistance with IT and GIS, e.g. databases, spreadsheets, mapping, etc., to support other ecologists in the team to carry out projects.

OTHER DUTIES:

- The post holder must adhere to all policies and procedures, with particular regard to the Health and Safety policy.
- Essential training will be provided for the successful candidate (for example: CSCS if not already certified). There will be additional opportunities for training and experience.
- Undertake administration tasks and other ad hoc duties as agreed with the Senior Ecological Consultant.

SPECIAL REQUIREMENTS:

Flexible working arrangements. The successful candidate will be required to undertake regular work outside of normal working hours, with Time off in Lieu provided.

LIMITS OF AUTHORITY:

Issue reports under supervision of Senior Ecological Consultant.

Engage sub-contractors under supervision of Senior Ecological Consultant.

PERSON SPECIFICATION

Essential:

1. A degree or equivalent experience in ecology or other relevant subject;
2. Hold or at least eligible for membership of CIEEM;
3. Previous experience in conservation or with a consultancy business;
4. A flexible approach to work, sound organisational skills and the ability to produce clear and concise work to tight deadlines;
5. Good knowledge of UK and European environmental legislation.
6. A valid UK driving license and access to own transport with business insurance use.

Desirable:

- Hold personal survey licences for any protected species (particularly bats).
- Experience working as an Ecological Clerk of Works (ECoW);
- An ability to communicate effectively with clients and staff in other organisations and to communicate the Trust's conservation priorities;
- Ability to manage and document projects, and accurately record work time and expenses;
- Competent computer skills including database, spreadsheets and word processing skills – Word, and Excel and GIS (especially QGIS and QField);
- Hold a valid construction skills certification scheme (CSCS) card.