

JOB DESCRIPTION

JOB TITLE: Holme Beach Warden

TEAM: Nature Conservation

PRESENT POST HOLDER: vacant

DATE: May 2025

WRITTEN BY: SC

OVERALL PURPOSE OF THE JOB:

To engage with visitors and local residents about the importance of Holme for shore nesting birds. The postholder will carry out monitoring of nesting colonies to record data on nesting attempts, hatching success and productivity of beach nesting birds. They will carry out regular patrols to ensure the protection of nesting colonies and will supervise volunteers to assist with this work.

REPORTING TO:

Holme Dunes Reserve Manager

REPORTING TO JOB HOLDER:

Beach volunteers

OTHER WORKING RELATIONSHIPS

Within the organisation:

Assistant Warden (Holme), Cley and Salthouse Reserve Manager, Nature Conservation Area Manager (East), Nature Conservation Monitoring Officer, other Nature Conservation team field staff and HQ staff, Director of Nature Conservation, Grazing team members.

Outside the organisation:

Local landowners, staff at Natural England, DEFRA, Forestry England, Environment Agency, Internal Drainage Board, Anglian Water, County, District and Parish Councils, other eNGO's, contractors, utility operators, emergency services. Also, researchers, reserve visitors, education groups.

MAIN DUTIES

1. Monitor the colonies of shore-nesting birds to ascertain their breeding status, productivity levels and to record nesting failure reasons where possible.
2. Face to face engagement with visitors to Holme in a positive and non-confrontational way, to highlight the importance of the site and its wildlife. This will be in the form of high-profile patrolling of the beach at Holme, running from

Old Hunstanton to Thornham Channel with particular emphasis on wildlife sensitive areas.

3. Work with volunteers to assist and carry out the above tasks with a view to having 7 days per week coverage of the beach, including early mornings and evenings.
4. Deliver engagement activities to help raise the profile of the site and its wildlife. These may include guided walks, talks to local community groups, education visits and an emphasis on dog owning user groups activities.
5. To erect and maintain temporary fences and signage around nesting colonies as directed by the Holme Dunes Reserve Manager and Assistant Warden (Holme).
6. Monitor and record visitor numbers and incidents.
7. Work in accordance with Trust policies and procedures, particularly the Trust's health and safety policy.
8. Operate and ensure maintenance of machinery and equipment to approved standards. Keep records as directed and advised by Holme Dunes Reserve Manager of any machinery requirements.

OTHER DUTIES

Travel to sites and suppliers as directed.

Purchase items and services, in agreement with Holme Dunes Reserve Manager

Promote the work of the Trust whilst undertaking the above duties and recruit new members wherever possible.

Assist with management of other land as directed by the Holme Dunes Reserve Manager

Attend and have input into team meetings.

To assist with species protection and species management work.

To carry out all work in an environmentally aware manner, ensuring as little harm to the environment as possible.

Undertake other ad hoc duties as reasonably requested by and/or agreed with Holme Dunes Reserve Manager.

SPECIAL REQUIREMENTS

1. Confident and calm when dealing with members of the general public.
2. Biological recording skills, especially birds.

3. After training to be capable of safe and sustained use of reserve machinery and equipment.
4. Ability to maintain good relations with reserve user groups and deal with them in a friendly and courteous manner.
5. Ability to maintain confidential information
6. Ability to supervise volunteers
7. May be required to complete a DBS check if working with vulnerable adults or children
8. Current driving licence or able to make adjustments to be able to use particular machinery, transport or ability to reach remote rural locations that are not accessible via public transport.
9. Ability or willingness to handle livestock.

OTHER RELEVANT FACTORS OF THE JOB

As a member of the Coast Reserves Team, the postholder may be required to undertake/assist with specific tasks, to ensure efficient and effective running and provision of services.

Must be prepared to work outside all season depending on weather conditions.

Must be prepared to work weekends, evenings, early mornings and Bank Holidays.

May be expected to use own transport on trust business.

LIMITS OF AUTHORITY

Purchase items up to a limit agreed by the Holme Dunes Reserve Manager.

CONDITIONS OF SERVICE:

The postholder will work 37.5 hours per week, including weekends and Bank Holidays. Due to the nature of the role it is expected that the postholder will work every Bank Holiday during the contracted period and one day per weekend. Time off in lieu will be taken for these days.

Time off in lieu is allowed for time worked in excess of the working week. Work outside normal hours must be agreed by the Holme Dunes Reserve Manager .

The post is a fixed term for six months from the Start date of the contract.