

## Assistant Arboriculturist (part time): Job Advert



**At Norfolk Wildlife Trust, we are passionate about protecting Norfolk's wildlife and the wild places they call home.**

**Join us in making a real difference.**

**Job title:** Assistant Arboriculturist

**Salary:** £16,265.13 gross per annum  
(£27,108 FTE)

**Location:** Bewick House, Norwich NR1 1RY

**Reports to:** Senior Arboriculturist

### About Norfolk Wildlife Services

Norfolk Wildlife Services (NWS) is the ecological and arboricultural consultancy of Norfolk Wildlife Trust. We provide expert advice and practical services to clients and partners, supporting the creation of a wilder Norfolk. Our work directly contributes to the Trust's vision of a county where nature is thriving and valued by all, with all profits reinvested into nature recovery.

### About the Role

As an Assistant Arboriculturist you will support contracts in and around East Anglia, carrying out field-based tree surveys, collecting data and producing clear reports. You'll also support Tree Preservation Order (TPO) applications and provide arboricultural input that helps clients navigate the planning system.

This is a part-time (3 days per week), with scope to work alongside the Ecology team on field tasks where required.

We offer competitive pay, generous pension contributions, comprehensive sick pay and life insurance, alongside strong support for ongoing professional development. Our work is hybrid with a mix of office, home-working and field work, and are also happy to discuss flexible working.

### About You

You're personable, organized and comfortable working with clients, with a strong interest in developing your arboriculture career.

### You will ideally have:

- 2 years+ experience within a commercial arboricultural operation or similar
- Level 3 equivalent qualification in Arboriculture or higher, or related subject / experience
- Working toward a higher-level arboricultural diploma (or equivalent).
- Strong BS5837:2012 survey experience and confident data collection in the field.
- Lantra Professional Tree Inspection or equivalent qualification.
- Good tree species identification skills, including veteran tree awareness.
- Working knowledge of trees in the planning system and how arboricultural advice is used.
- A full UK driving licence and access to a vehicle with business-use insurance

Knowledge and experience of tree risk assessments, tree planting and aftercare, and tree biology/physiology/morphology is beneficial. You'll be able to work unsupervised, manage your workload, and deliver high-quality outputs to agreed timescales.

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### Benefits

We offer competitive pay, generous pension contributions, comprehensive sick pay and life insurance, alongside strong support for ongoing professional development. This role blends office, home-working and field work, and we're happy to discuss part-time or flexible working.

We will support your development through funded CPD and in-house training aligned to arboriculture and consultancy skills.

### How to Apply

For full details and instructions on how to apply, please visit: [www.norfolkwildlifetrust.org.uk/jobs](http://www.norfolkwildlifetrust.org.uk/jobs)

Closing date: Applications will be reviewed on a rolling basis; the vacancy will remain open until filled.

Interviews: Likely to take place within two weeks of application at NWT Head Office, Bewick House, Norwich.

### Key Responsibilities

#### Field Surveys & Data Capture

- Carry out field-based tree surveys and inspections across East Anglia.
- Record accurate tree data and site notes using agreed methods and formats.

#### Reporting & Planning Support

- Assist with BS5837:2012 constraints and impact information for planning.
- Draft clear reports and support Tree Preservation Order (TPO) applications.

#### Client & Project Support

- Communicate professionally with clients and stakeholders and maintain strong customer care.
- Work with the Senior Arboriculturist and wider NWS team to deliver work on time.
- Promoting arboricultural services and securing contracts.

#### Wider Delivery & Standards

- Support tree risk assessments, planting specifications and aftercare guidance where required.
- Keep records well-organised and contribute to safe working practices in line with NWT/NWS policies.

# Our Values

## Our Vision

Norfolk's nature is abundant, thriving and valued

## Our Mission

To create more space for nature to thrive and inspire more people to take action for nature



## Welcoming

We welcome everyone by being open and friendly, taking care to understand and respect different perspectives.



## Connecting

We connect people and nature by creating positive and memorable experiences of Norfolk's wildlife and wild places.



## Acting

We deliver the greatest impact for nature by using our expertise to take courageous decisions and actions in collaboration with others.



## Learning

We innovate and improve by being curious and by challenging ourselves and others to do the best for wildlife.



## Celebrating

We inspire hope and wonder by celebrating Norfolk's wildlife and the difference we make together.