

## **Job Description**

### **Land Manager (West Berkshire)**

**Hours of work:** 35 hours per week

**Type of contract:** Permanent

**Based at:** Based at Estovers, Greenham Common, Newbury

**Croner rank:** 4

### **Job Purpose**

Deliver the Trust's objectives for its nature reserves in the West of Berkshire.

### **Reporting Line**

Land Manager reports to the Senior Land Manager (Berkshire).

### **Line Management**

2 x Reserves Officers, 1x Assistant Reserves Officer (*indirect*), Seasonal Wardens as required.

### **Key Responsibilities**

- Oversight of all aspects of reserve management on the Trust's West Berkshire, including the land management facilities at Estovers, Greenham Common.
- Manage the western reserves team including staff, (key)volunteers and trainees and provide leadership and advice to the wider reserves team across the county
- Create, oversee, implement and monitor the delivery of the West Berkshire reserves team annual work plan, as directed by Land Management & Ecology work plan, reserve management plans, tree assessments, grazing plan and H&S audits.
- Draw up and manage annual budgets and other funds relating to the Western reserves. Co-ordinate budgeting and spending with fundraising team.
- Ensure successful implementation, delivery and compliance with agri-environmental schemes, and lead on the application of agri-environment grant applications on western reserves
- Responsibility for the Trust's livestock in West of the county. Fulfil all legal and ethical obligations to welfare and ownership, particularly regarding health inspections and upkeep of movement and herd/flock records.
- Develop partnerships with neighbours, landowners, and other organisations, to promote and deliver benefits for wildlife on reserves and in the wider countryside
- Liaise with statutory agencies on a regular basis to achieve best management, particularly on designated reserves.
- Oversee the Trust's relationship with all stakeholders, including community groups, site visitors, those wishing to carry out activities on the Trust estate, Advisory Committees, access groups, regional committees and volunteers.
- Develop and review management plans for reserves, in accordance with national, regional and local targets for species and habitats.
- Write, implement and supervise contracts to achieve annual project programmes.
- Provide regular reports on reserve activity, as required.
- Seek and secure applicable grant funding
- Ensure Health and Safety obligations of the Western reserves teams are maintained to relevant standards.
- Contribute to Trust policies and procedures.
- Identify and take opportunities to generate income from BBOWT land holdings.
- Oversee the programme of events and community engagement on relevant reserves
- Identify and deliver projects on western reserves
- To ensure that all health and safety obligations are met in all aspects of the role
- To engender a culture of membership recruitment within the team

- Any other duties as delegated by the Line Manager, Director or Chief Executive.

### **Person Specification**

- Significant knowledge and skills in applied nature conservation management/ practical site management
- In depth skills and knowledge of ecological principles, habitat management and assessment for a range of habitat types including Lowland Heathland.
- Ability to identify common biotic groups
- The ability to deal with, and present information to, a broad range of audiences including the public, Trust members and volunteers in a friendly and professional manner in a variety of situations
- Contract and project management experience
- Grant aid application and management skills and knowledge
- Livestock handling, welfare and record keeping skills and knowledge
- Working knowledge of health and safety management principles and legislation, including for employing contractors
- In depth skills and knowledge in managing staff, volunteers and contractors
- An ability to work with a minimum of supervision and show high levels of initiative to achieve results with limited human and financial resources
- Willingness to work occasional evenings and weekends as necessary
- Budgetary and work planning skills and knowledge
- First Aid at Work Forestry + qualification \*
- NPTC Transport of Livestock by Road (short journeys)\*
- Tree safety assessment training\*
- Trailer driving qualification\*
- Competent in use of MS Office functions such as Word and Outlook and intermediate Excel, and GIS.
- Ability and willingness to demonstrate the BBOWT behaviours and values
- Current UK valid manual car driving licence

\* means that the certification must be achieved within 6 months of being appointed in post (if not already qualified). The candidate appointed will receive appropriate training and two opportunities to pass assessments to ensure that they meet the criteria. A consistent failure to achieve an adequate standard in tests is likely to mean that the employment will be terminated.

### **Measurements of Success**

- Ability to deliver the Trust's objectives for reserve management in Berkshire
- Amount of supervision required to achieve the above
- Contribution to taking the Trust forward in terms of best management for reserve and other core activities
- Positive feedback from members, volunteers and visitors

This post will be DBS checked at basic level. A criminal conviction will not necessarily be a bar to obtaining the position. BBOWT will not unfairly discriminate on the basis of criminal convictions. BBOWT's policy regarding this matter and the Disclosure and Barring Service Code of Practice are available on request.