



Role Title: Conservation Assistant (Volunteer)

Dartmoor Focus Area Team

Devon, Cornwall and Isles of Scilly Team

Role Location: East Dartmoor NNR, Bovey Tracey, Devon, TQ13 9LJ

Closing Date: Monday 4 June 2018

Moor than meets the eye

Landscape Partnership



LOTTERY FUNDED

1. Natural England and our National Nature Reserves

Natural England is the Government's adviser for the natural environment in England. Our job is to help protect England's nature and landscapes, for people to enjoy and for the services they provide, both now and in the future. For more information on Natural England and what we do please visit Natural England's home page www.gov.uk/natural-england

Natural England directly manages 143 National Nature Reserves (NNR) in England, covering some 66,000ha. This is undertaken by experienced and specialist staff who bring together a range of skills and knowledge covering practical land management, specialist field skills, public engagement and volunteer leadership. NNRs provide a fantastic training ground to nurture and develop skills which are essential to the future conservation and understanding of our biodiversity.

2. Moor Than Meets The Eye (MTMTE)

Background

Moor Than Meets the Eye (MTMTE) is a landscape partnership scheme which will bring communities and organisations together to explore Dartmoor's past by conserving wildlife, improving understanding of and developing skills to sustain the landscape for future generations. MTMTE provides an opportunity for organisations and communities to work together in new ways on a landscape scale for the benefit of Dartmoor. The scheme is supported by the Heritage Lottery Fund with a grant of £1.9m, combining with partner contributions to give a total project value of £3.8 million over a five-year period. This training programme is supported by MTMTE over the life of the scheme. Visit the MTMTE web site for further information on the scheme <http://www.moorthanmeetstheeye.org/>

East Dartmoor NNR

East Dartmoor NNR is one of the best places in the country to enjoy the outdoors and to encounter wildlife. The reserve lies just a stone's throw from the iconic Haytor Rocks, and straddles both the high open moors and lower wooded valleys of Dartmoor National Park. It comprises three joined but distinct areas; Yarnar Wood, Trendlebere Down and the Bovey Valley. The NNR is legally protected as a Site of Special Scientific Interest and Special Area of Conservation. Natural England works in very close partnership with the Woodland Trust, who own and manage part of the NNR and two further contiguous woodlands in the Bovey Valley.

www.naturalengland.org.uk/eastdartmoornnr

The Role

Hosted by Natural England at East Dartmoor NNR, the Conservation Assistant (Volunteer) role is a year-long structured training programme for 4 graduate volunteers per year to consolidate skills and knowledge in applied conservation management. The volunteer Conservation Assistants are an integral part of the NNR team and a key component and delivery method of the MTMTE scheme.

The role will include:

- Undertaking practical habitat management tasks on nature reserves, including maintaining and installing fencing and gates, managing access trails and signs.
- Carrying out practical surveying and monitoring of habitats and species.

- Delivery of heritage conservation projects with community volunteer groups
- Working alongside, and working towards leading volunteers to complete practical management tasks.
- Work with reserve staff to manage and care for conservation pony herd.
- Assisting with planning and delivering public events and engagement activity.
- Attend relevant agreed training courses to gain a set of industry standard qualifications e.g. chainsaw, 4x4 driving certificates as well as a minimum of 2 certified courses.
- Maintain records of activities, training and learning.
- Adhere to all Health and Safety rules and regulations.
- Undertake other duties, as reasonably requested.

Who is the opportunity for?

These posts are suitable for recent graduates wishing to develop applied and practical conservation skills. While the training provides a broad base of experience and skills required by employers there is the opportunity to specialise in a chosen subject area. The Conservation Assistant (Volunteer) role is a stepping stone to your personal career choice within the nature conservation sector.

We are looking for candidates with the following:

- A degree or equivalent qualification in an environmental subject
- A **demonstrable**, keen interest in pursuing a career in the heritage conservation sector
- Full, clean driving licence

3. Commitment, Support and Training

Hours	Non contractual. Suggested commitment is 37 hours per week but is flexible according to individual situations
Term	Non-contractual. Suggested commitment is for a 12 month period but is flexible according to individual situations
Travel/Subsistence/Training	Supported to an individual limit of £3000 (to be agreed with the Dartmoor Team Leader) tailored to suit personal development requirements.

4. Applications and Key Information and Dates



Applications

If you would like to apply for this Conservation Assistant (Volunteer) role, please send your CV

with a covering letter to linda.corkerton@naturalengland.org.uk or Natural England Office, Yarner Wood, Bovey Tracey, TQ13 9LJ.

In your covering letter, please explain briefly why you would like to become a Conservation Assistant.

Contacts

If you would like to find out more before making an application, please contact linda.corkerton@naturalengland.org.uk or tel. 01626 832330

Informal interview day and one-to-one discussion

Following submission of an application, all interested and suitable candidates will be invited to attend an informal interview day at East Dartmoor NNR. Each candidate will be offered time for a short one-to-one discussion with a member of the NNR staff and will be an opportunity for candidates to ask specific questions about the Conservation Assistant (Volunteer) role.

Please note that we are not able to reimburse open day travel expenses

Offers

Shortly after interviews, we will write to candidates to offer them a Conservation Assistant (Volunteer) role. Depending on acceptance of these placements, further offers may be made. But if you have not received a communication from Natural England by 18 June 2018, please assume that you have not been successful on this occasion.

Key Dates

Application Deadline: 9am, Monday 4 June 2018

Interviews: Wednesday 13 June 2018

Proposed Start Date: Monday 9 July 2018

Annex A –Natural England’s Core Behaviours

BEHAVIOUR	ACTION	OUTCOME
Understands Natural England’s purpose and priorities and describes them confidently inside and outside the organisation.	Actively seeks out opportunities to find out and understand how their role contributes to our purpose and priorities. Puts forward ideas on how this can be best achieved and is not afraid to ask for direction or advice. Represents our agreed approach positively both inside and outside Natural England.	Everyone understands what Natural England stands for, our role in achieving it; providing our colleagues, customers, partners and stakeholders with common and consistent messages.
Mirrors the organisation in being practical, helpful, trustworthy and impartial, and creative in problem solving.	Provides practical and straightforward advice for colleagues, stakeholders, partners and customers that make sense and helps them to resolve problems. Remains positive, friendly, and objective in their approach even in difficult situations. Looks for innovative approaches to solving problems rather than a “one size fits all”.	We encourage innovation and new ideas, and show our colleagues, partners, stakeholders and customers that we are a public body which can be trusted to find solutions.
Understands their customer’s expectations and goes the extra mile to deliver great service.	Looks for ways of improving our customers’ experience of working with us and uses our customer standards to interact constructively with our customers. Makes personal contact, meets customers or uses the phone wherever possible. Uses plain and understandable language when writing. Always looks to help customers, and does what we say we are going to do.	Customers will be pleased at how we treat them and they will see us as a professional organisation that aims to build long term sustainable and productive relationships, which encourages them to do more for the natural environment.
Knows what is expected of them by the organisation and their team and delivers it.	Takes responsibility for understanding what is expected of them and carries it out. Looks for help if a job or task is unclear. Reflects in Personal Performance Agreements and Development Plans our contribution to our team and our colleagues, our corporate responsibilities and our commitment to our customers, partners and stakeholders.	We act as a business-like organisation, trusted to deliver what is expected of us, and doing what we have agreed to do.
Develops and sustains collaborative relationships inside and outside the team	Finds opportunities to work with others to achieve better outcomes, inside and outside Natural England. Shares knowledge and expertise to help others achieve their goals. Makes sure they are aware of the role of other teams so they can do this effectively. Always remembers that we are ‘one organisation’.	We work more effectively across functions, making better use of our people and money, making life easier for colleagues, customers, partners and stakeholders, and giving them more confidence in us.
Listens to and respects colleagues, but balances the interests of the individual with resolving the issue.	Values colleagues and encourages them to have their say by creating time and space for discussion. Listens and tries to see things through their eyes. Uses straightforward language and avoids aggressive or inappropriate behaviour. Challenges colleagues who regularly re-visit old issues and decisions.	We encourage diverse views and ideas, helping everyone to give their best and the team and organisation to move forward positively.