
Volunteer Trainee – Nature Reserve Warden

Role title: Darent Area Volunteer Trainee Warden (11 month role)

Function: Assisting the Sevenoaks Area Warden and the volunteering teams in the management of a variety of nature reserves in the Darent Valley area, equipping the post holder with the skills to gain paid employment in this challenging sector.

Responsible to: Sevenoaks Area Warden

Kent Wildlife Trust

Kent Wildlife Trust (KWT) is a flexible employer that aims to be class-leading in the environment sector in the southeast. It is one of the largest of the 46 Wildlife Trusts, which together make up The Wildlife Trusts Partnership. We are supported by our 32,000 members, and have the simple ambition of enabling the recovery of Kent's wildlife. To this end, we own or manage over 80 nature reserves covering over 9,000 acres; we campaign and lobby politicians, decision makers and landowners to ensure site protection and good habitat management; and we run a full programme of education work with schools, colleges and adult groups. The Trust also has three Visitor Centres. We also have two income generating subsidiaries (an ecological consultancy and a trading arm). Together with the charity these make up the KWT Group.

The Trust operates from its headquarters at Tyland Barn, just north of Maidstone. It is composed of over 100 professional and support staff who work within teams including Estates, Conservation Delivery & Partnership, Conservation Policy & Evidence, People Engagement, Marketing and Fundraising, Finance and Support Services.

Visit our websites to see the range of our services and activities;

www.kentwildlifetrust.org.uk

www.kwtconsultancyservices.org.uk

Darent Valley Landscape Partnership

The Darent Valley Landscape Partnership Scheme is a Kent Downs Area of Outstanding Natural Beauty project Working to conserve and enhance the distinctive heritage landscapes of the Darent Valley and reconnect people to it. Darent Valley Landscape Partnership Scheme is an exciting large-scale partnership, working to conserve and enhance the distinctive heritage landscapes of the Darent Valley and to connect people to the Valley to help us conserve it for the future. The scheme brings together a unique mix of organisations that will work with and empower local communities to ensure the survival of this exceptional area. Through them, we will achieve genuinely sustainable conservation of its natural and cultural heritage with communities that feel emotionally and physically reconnected with their landscape.



Website: www.darent-valley.org.uk

Role Outline

We are looking for someone to work within the protected landscape of the Kent Downs Area of Outstanding Natural Beauty. By helping our team with the management of a variety of nature reserves in the Sevenoaks, Shoreham and Eynesford area you will be preserving and enhancing the landscape character of this very special area. Specifically you will be undertaking the following:

1. Practical management
 2. Working with/leading volunteers
 3. Working with stock graziers and Trust livestock
 4. Surveys and monitoring
 5. Planning and development
 6. Publicity and promotion of the Trust and its work
 7. Health and safety
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Training

Training will be given in all aspects of practical land management. Certification will be given in specific skills where this is required. The trainee will be offered a combination of training tailored to their needs, these may include:

- NPTC Certificate of Competence in chain saw operation.
- NPTC Certificate of Competence in Herbicide application.
- First Aid at Work
- Leadership.
- Livestock welfare training.
- Brushcutter operation.
- Trailer driving
- Tractor driving
- Species ID and survey skills

There will be a huge variety of on the job training and opportunities to increase and improve your CV. The role is designed to be flexible to allow you to position yourself effectively as a stand out candidate for your first paid job at the end of the programme.



Principal Duties

- 1. Practical management**
 - a. Carrying out habitat and estate management work on reserves in line with management plans.
 - b. Using and supervising the use of hand tools following training.
 - c. Using, maintaining and supervising the use of power tools following training.
 - d. Practical management will include coppicing, scrub clearance, stock fence construction, livestock handling, and mechanical/chemical control of pest species.
- 2. Working with volunteers**
 - a. Carrying out and leading tasks on reserves both during the week and at weekends.
 - b. Developing leadership skills with a range of different people with different abilities and interests
- 3. Working with stock graziers and Trust livestock.**
 - a. Helping Trust staff to oversee management of land by Trust-owned stock with tasks including welfare checks, and movement between sites.
 - b. Developing a strong understanding of conservation grazing and how it is applied
- 4. Surveys and monitoring**
 - a. Helping to carry out survey and monitoring work on reserves. This may include fixed point photography and monitoring of a wide range of Priority species.
 - b. Recording volunteer time and work as appropriate.
- 5. Planning and Development**
 - a. Inputting into management plans
 - b. Developing work plans and funding bids
 - c. Leadership training and skills development
 - d. Time management, small project management,
 - e. Participating in working groups and other developmental meetings including with contractors and other Area Wardens etc.
- 6. Publicity and promotion of Kent Wildlife Trust and the Darent Valley Landscape Partnership Scheme**
 - a. Liaising with and maintaining good relations with reserve visitors and the public generally.
 - b. Promoting work by assisting with special events on reserves.
 - c. All staff share a common duty to recruit members and volunteers, raise funds and enhance the good reputation of Kent Wildlife Trust wherever the opportunity arises.
 - d. KWT aims actively to enhance, wherever possible, the opportunities for people with disabilities to experience, understand and enjoy the natural environment. All staff share the responsibility in achieving this. Further information is available from the Head of Engagement.

7. Health and safety

- a. Ensuring that all works by volunteers are in accordance with the Health & Safety at Work Act 1974.

Skills, Knowledge & Experience

Qualifications

- Good practical knowledge of maths and English.
- Evidence of working well with a wide range of people.
- Actively seeking employment in this field.

Essential

- Proven interest in the environment.
- Full clean driving licence .
- Basic IT skills.

Desirable

- Experience of practical habitat management work .
- Some experience in volunteering/leading volunteers.
- Some experience of working around large animals.
- Understanding of the Trust's role as a conservation body.

Personal Qualities

- A mature approach and the ability to communicate effectively with the public.
- An ability to work on your own initiative and as part of a team.
- A willingness to undertake outdoor work in all weather conditions.

Other Considerations

1. We hope that you will usually be able to volunteer with us for at least three days per week so that we can each get the most from the volunteering experience. Post holders who do less than three days a week will not have the time to receive all the training and experience we would prefer to provide, which gives you the best chance of getting paid employment in the sector. However, we are flexible about when you work (within the constraints of drawing up a rota) so please let us know if you would prefer a different arrangement.
2. We hope the role to stretch over 11 month(s) so that we can each get the most from the volunteering experience and to ensure completion of your training program provided. Conservation work is seasonal and most paid roles require evidence you have experience of all the different work each season contains.

3. No person shall be treated less favourably than another on the grounds of sex, sexual orientation, marital status, race, ethnic or national origin, religion, colour, age or disability.
4. Appointment is conditional upon receipt of satisfactory references.
5. The Trust operates a no smoking policy
6. Kent Wildlife Trust is an equal opportunities employer and applicants for staff vacancies shall be short-listed for interview and appointed purely on the grounds of their suitability for the post as laid out in the advertised job description.
7. All staff share a common duty to recruit members and volunteers and enhance the good reputation of the Trust whenever the opportunity arises
8. KWT aims actively to enhance, wherever possible, the opportunities for people with disabilities to experience, understand and enjoy the natural environment. All staff share the responsibility in achieving this. Further information is available from the Head of Engagement.
9. Under Section 7 of the Health and Safety at Work Act 1974, all staff have a legal responsibility to:
 - a. take all reasonable care of their health and safety while at work;
 - b. ensure as far as reasonably practicable the safety of other persons, whether other employees or members of the public, who may be adversely affected by their own actions
 - c. co-operate with the Trust to enable it to discharge its obligations satisfactorily

Expenses

We will reimburse certain out-of-pocket expenses incurred in connection with your volunteering for us. Details of these expenses and how to claim them are set out below:

When claiming mileage expenses the volunteer rate of 25p per mile will apply. Trainees may claim for their travel to and from work. A £100 per month cap will apply unless agreed otherwise with the Area Manager. The cost of journeys made on Trust business during the working day will not be included in the £100 cap. The above is to ensure that we have the necessary budget available to spend on your training program.

Procedure for Applicants

Applicants should read the Guidance Notes carefully before completing the applicant information form supported by Cover Note and CV.

For additional information about the role please contact Paul Glanfield, on 07766 732214 or email paul.glanfield@kentwildlife.org.uk.

The closing date for applications is **midday on Friday 28th May 2021**



Interviews

Interviews will commence on Wednesday 9th June 2021

