

# JOB DESCRIPTION



<b>Job Title:</b>	Conservation GIS, Remote Sensing and Data Assistant
<b>Function:</b>	To support the delivery of the Trust's GIS, remote sensing and data practice, and to assist with running Kent's Local Wildlife Site system.
<b>Responsible to:</b>	Conservation GIS, Remote Sensing and Data Officer
<b>Responsible for:</b>	Local Wildlife Site surveyors, volunteers as deployed.

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## 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 (KWTG).

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](http://www.kentwildlifetrust.org.uk)

[www.kwtconsultancyservices.org.uk](http://www.kwtconsultancyservices.org.uk)

## Job Purpose

As Kent Wildlife Trust strives to deliver a Wilder Kent, robust biodiversity data is essential in evidencing our conservation decisions and to influence the decisions of others who have the potential to affect the natural environment. This is an exciting time for the Trust as it surges ahead with ambitious projects to deliver nature's recovery, including an ever-growing portfolio of nature-based solutions projects featuring wilding, catchment resilience and carbon sequestration.



Head Office: Kent Wildlife Trust, Tyland Barn, Sandling, Maidstone, Kent ME14 3BD

Tel: 01622 662012

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The Conservation GIS, Remote Sensing and Data Assistant will work within the Conservation Evidence Team, supporting both the Estates and Wilder Landscapes teams to ensure the spatial data and analytical needs of the Conservation Department are met. You will strive to ensure that Kent Wildlife Trust are seen as leaders in the field of monitoring and evidence in Kent and beyond. The primary focus of this role will be on supporting management of the Trust estates (our network of reserves) and Wilder Landscapes portfolio (Wilding, species recovery and introduction, Nature-based solutions etc) Please see our website for further details about our work.

Geographical Information Systems (GIS) and remote sensing are integral to the ability of Kent Wildlife Trust to deliver a wide range of core work and are fundamental to our monitoring programmes. When effectively deployed it means the Trust can analyse complex data and use it to aid planning, analysis and reporting of reserves management, species and habitat monitoring, as well as informing decision-making with regards to natural capital, green infrastructure and ecosystem services. It is also essential in supporting fundraising and in recording the influence of people engagement, as such it requires a dedicated role which will provide that servicing function across the Trust. The Trust is also beginning to develop in-house remote sensing capabilities, and it is anticipated that this role will grow to incorporate their deployment for site and landscape-scale monitoring and management.

You will also provide substantial support for the Local Wildlife Sites register<sup>1</sup>, administering the annual survey programme, updating site schedules, and consultation processes with the Kent Nature Partnership.

This role requires an innovative approach and a high level of initiative. You will be at the cutting edge of nature conservation work in the Southeast, and the post presents a real opportunity to develop your experience and knowledge, and to build a professional reputation. In doing so, you will have the support of Kent Wildlife Trust's commitment to the professional development of its staff.

**You:** This post would suit a recent graduate/early career professional. The successful applicant will have a good understanding & demonstrable experience of using GIS, (QGIS ideally) to support current nature conservation policy, thinking and practical work; an interest and willingness to learn UAV and satellite remote sensing approaches; good interpersonal and communication skills and demonstrable ability to work as part of a close, multidisciplinary team; skills in data analysis and reporting, and a demonstrable understanding of UK natural history, ecology and nature conservation.

## Principal Duties

### GIS support for the Conservation Directorate

- a. To provide GIS and data management expertise to support conservation management functions for a range of programmes for the Kent Wildlife Trust estate and Wilder Landscapes programmes, including monitoring and evidencing ecological attributes, estates management and infrastructure.

### Remote sensing support for the Conservation Directorate

- a. To work with the Conservation GIS, Remote Sensing and Data Officer to provide remote sensing support to Kent Wildlife Trust estate and Wilder Landscapes programmes, including both use of Kent Wildlife Trust UAV equipment, and satellite data, to provide evidence for core conservation management functions.



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## Local Wildlife Sites

- a. To play a key role in managing Kent's Local Wildlife Site system and its annual survey programme.
- b. To support a review process of the system with the Kent Nature Partnership.

## Data management, analysis and reporting

- a. To provide expertise to support the analysis and reporting of ecological data, including spatial, remotely-sensed and field survey data, to build the evidence base for the Trust's conservation management functions.
- b. Oversee the Kent Wildlife Trust reserves permit system, managing access permissions and data management of external biological recording groups and individual's activities on Kent Wildlife Trust sites.

## General

- a. Have due regard to health & safety issues, including ensuring that all works by volunteers conform to Health & Safety best practice (i.e., as a minimum are in accordance with the Health & Safety at work act 1974).
- b. Share with all staff a common duty to recruit members and volunteers, raise funds and enhance the good reputation of KWT wherever the opportunity arises.
- c. Support the work of Kent Wildlife Trust's Consultancy Services to provide income generation opportunities.
- d. Any other duties as reasonably required by the Chief Executive.

Attributes	Essential	Desirable
Good understanding & demonstrable experience of using GIS (QGIS ideally), to support current nature conservation policy, thinking and practical work.	Yes	
A willingness to learn how to use remote sensing technologies for a variety of services (both satellite and UAV). Demonstrable skills and experience and a UAV pilot qualification will be an advantage but is not essential.		Yes
Good interpersonal and communication skills and demonstrable ability to work as part of a close, multidisciplinary team.	Yes	
Excellent writing skills, focused, with careful attention to detail.	Yes	
A clean current driving license.	Yes	
Good organisational and time management skills.	Yes	
Educated to degree level in a relevant subject or extensive relevant experience.	Yes	
A high level of initiative – able to think flexibly and creatively and initiate and develop new ways of working.	Yes	
At least two years' experience of employment in nature conservation.	Yes	
Skills in data analysis and reporting. Skills including multivariate statistics and software packages such as R will be an advantage.	Yes	



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A demonstrable understanding of ecology and nature conservation.		Yes
An understanding of the principles of landscape ecology and conservation management.		Yes
Ability to identify and deliver income generation opportunities through use of GIS.		Yes
An understanding of the natural history of Kent and its important features.		Yes
Familiarity with UK flora and fauna.		Yes
An understanding of biological recording and data storage methods.		Yes

### Required Competency Levels – Band 1

- Takes ownership and delivers consistent and reliable performance.
- Uses KWT procedures plus other information to evaluate options and determine an appropriate course of action within their team.
- Takes ownership and manages own time and resources to get things done to time and quality standards.
- Is tuned-in to the expectations of KWTs 'customers'; looks for ways to personally improve quality.
- Is approachable, supports others, and helps create a positive team atmosphere.
- Clarifies tasks and activities; trains and supports colleagues.
- Establishes effective working relationships with colleagues, members external stakeholders, and other customers.
- Understands and can clearly articulate KWT's vision and mission, and personally adds value where possible.

### Other Considerations

1. The post if advertised as full time. As a flexible employer, we welcome discussions around flexible working early in the recruitment process.
2. The post is offered for an initial period of 12 month, with the possibility of becoming permanent.
3. Appointment will be subject to a three-month probationary period.
4. 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.
5. Appointment is conditional upon receipt of satisfactory references.
6. The Trust operates a no smoking policy.
7. 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.
8. Kent Wildlife Trust 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 People 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



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## Employment Package

The salary for this post is up to £26,500. The salary awarded to the successful candidate will take into account skills and experience. Salaries are reviewed annually dependent on inflation, performance and available finances.

Normal working hours are a 37.5 hour week. Some flexibility will be possible within the demands of the post. Overtime is not paid, but time may be taken off in lieu. Kent Wildlife Trust's holiday allowance for full time workers is 23 days a year plus 8 days' statutory holidays.

After 3 months in post, eligible staff will be automatically enrolled into a workplace pension scheme. The Trust will contribute 9% of gross salary provided the employee contributes a minimum of 4%.

The post is based at Kent Wildlife Trust Headquarters at Tyland Barn, with home working dependant on current Covid-19 guidance.

## Applications

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

For an informal chat about this role please contact the Conservation Evidence Manager [paul.tinsley-marshall@kentwildlife.org.uk](mailto:paul.tinsley-marshall@kentwildlife.org.uk).

The closing date for applications is 21<sup>st</sup> February.

### **Interviews**

Interviews will be held on Friday 11<sup>th</sup> March and will include a practical exercise.



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