



**Sheffield &
Rotherham**
Wildlife Trust



APPLICANT PACK: Seasonal Conservation Contract Assistant

January 2025



ABOUT SHEFFIELD & ROTHERHAM WILDLIFE TRUST

Sheffield & Rotherham Wildlife Trust is an independent, local, environmental charity governed by a Board of Trustees drawn from our local community. We are one of 46 Wildlife Trusts working across the UK for nature and people.

We are working towards an exciting and ambitious Strategy2030 which is summarised below:

Our Vision

Throughout Sheffield & Rotherham, from our streets & neighbourhoods to the wider countryside, there will be an abundance of nature that is protected, cared for and experienced by everyone.

Our Ambitions

- 30% of land and water is great for nature by 2030 and an abundance of wildlife everywhere
- 1 in 4 people taking action for nature
- 5 minutes to nature for everyone

Our teams protect important wildlife, habitats and green spaces that matter to local people. We directly manage 15 Nature Reserves, thanks to our many volunteers and dedicated staff, including the internationally important moorland at Blacka Moor, the much-loved Wyming Brook, the beautiful woodlands at Greno Woods and the locally important 'space to breathe' at Sunnybank.

Recent projects to support nature recovery include the delivery of natural flood risk management schemes with the Environment Agency on the Rother, recording the return of the otter along the River Don and producing the first ever State of Nature report for Sheffield. We are the lead partner for the successful Sheffield Lakeland £4 million Heritage Fund landscape partnership. We are working with others to ensure that tree planting and woodland creation is coordinated through the South Yorkshire Woodland Partnership.

Every year we engage with thousands of people of all ages, and have over 6,000 subscribing members and a rapidly growing social media following. We support our local community to take action for nature, campaigning on local issues that threaten



our natural environment and wildlife. Recent campaigns include saving Owlthorpe Fields, which faced the threat of development but has now been partly designated as a Local Wildlife Site. We also support the Sheffield Swift Network helping to address the decline in swift populations and we set up and support the Sheffield Street Tree Partnership.

Working with our local communities is central to what we do, helping people to better connect with nature. Projects such as Nextdoor Nature empowers people to take action in their local green spaces. Our Outdoor Learning team provides opportunities for children and young people of all ages and abilities to enjoy and appreciate nature. For older, vulnerable, and isolated adults, our Wild@Heart nature programme provides dedicated activities to enjoy nature and nature's benefits.

Wildscapes Consultancy (both a CIC and part of the Trust) works to improve places for people and wildlife by providing a range of land management and ecology services. Profit generated by the social enterprise is reinvested back in to the Trust's charitable activities - into our Nature Reserves, wildlife and habitat conservation, community engagement and campaign work.

To find out more about our work please take a look at our website here:
<https://www.wildsheffield.com/>

ABOUT THE ROLE

Our Wildscapes Consultancy is a key part of delivering and supporting the work of Sheffield & Rotherham Wildlife Trust. Not only does our Consultancy deliver important contracts for nature recovery and conservation, all profits are reinvested back into the charitable work of the Trust, creating a better future for wildlife, people and the green spaces of Sheffield, Rotherham, and beyond.



Wildscapes is a small but rapidly expanding team with big ambitions. We're on the lookout for entrepreneurial people who can help drive our business forward and are committed to our approach of profit for purpose.

We support our clients to ensure projects are carried out with a detailed sensitivity to habitats and conservation whilst achieving their outcomes. Working with a variety of clients at different scales and operating across many sectors, we provide solutions with tangible benefits.

We offer Conservation and Land Management and Ecological Services. Recent contracts include: moorland and peat restoration in the Peak District, woodland creation, Great crested newt habitat creation across the region, Nature Reserve habitat management, support to the housing sector and natural flood risk management.

Further information about the consultancy can be found on our website www.wildscapes.co.uk and made available for candidates shortlisted for interview.



JOB DESCRIPTION

JOB TITLE: Seasonal Conservation Contract Assistant

JOB NUMBER: SCCA-25

RESPONSIBLE TO: Conservation Contracts Manager

RESPONSIBLE FOR: N/A

OVERALL PURPOSE

As part of a team, provide and deliver practical habitat management tasks across project sites.

The work within Wildscapes Land Management is generally seasonal. During the winter months the main area of work is **sphagnum moss planting**, plus planting of trees and hedgerows, stock fencing, and tree felling. Summer work will consist of stock fencing, brushcutting/ strimming, creation of **ponds** and leaky dams, and other related conservation works.

We are specifically looking for individuals to support our team with a number of sphagnum planting projects across the Peak District between December 2024 and March 2025.

The majority of work will take place in remote and extreme working conditions. Terrain is usually very rough, variable and uneven, and on very steep ground. Works will continue through demanding and difficult weather conditions. Applicants will need a good level of fitness and experience working in a demanding outdoor environment.

Days are 8-10 hours, meeting in Sheffield at approximately 7am and travelling in company vehicles to work sites, primarily within the Peak District. There may be some additional travel via foot due to the remote location of some of the work sites and the lack of accessibility for vehicles. A driving licence would be advantageous.



MAIN DUTIES

To: Deliver a range of practical habitat management tasks, following instructions from the site supervisor and Wildscapes team managers.

This can include:

- Planting sphagnum moss as part of moorland restoration and peat carbon capture works across the region. As well as other conservation based land management tasks.
- Contribute to maintaining H&S on site during the work day and adhering to Sheffield & Rotherham Wildlife Trust Health & Safety Policy and Procedure
- Safe use of tools, equipment
- Tool store
- Ensure sites are left in safe and secure condition
- Reporting any accidents and incidents.
- Experience of delivering high quality practical conservation, grounds maintenance and soft landscaping projects would be advantageous.
- Experience of some or all of the following: post and rail fencing, post and wire fencing, tree / hedge planting, coppicing, scrub clearance, tree felling, footpath construction and maintenance, pond clearance and creation, hedgelaying and countryside furniture construction (benches, bridges, boardwalks and gates).



PERSON SPECIFICATION

CRITERIA	ESSENTIAL (E) or DESIRABLE (D)	STAGE CRITERIA IS ASSESSED
EXPERIENCE		
Experience of nature conservation and grounds maintenance	E	AI
Health and safety principles and procedures in the workplace	E	AI
Experience of working outdoors	E	I
KNOWLEDGE & QUALIFICATIONS		
A licence to use at least one of the following would be advantageous, chainsaws, brushcutters / clearing saw, and woodchippers.	E	AI
Full clean driving licence	D	A
Qualification in chainsaw, brushcutter, clearing saw and woodchippers	D	A
SKILLS		
Ability to work cooperatively as part of a small team, but also to independently with minimal supervision.	E	I
Good verbal communication.	E	I



PERSON SPECIFICATION

CRITERIA	ESSENTIAL (E) or DESIRABLE (D)	STAGE CRITERIA IS ASSESSED
PERSONAL QUALITIES		
High level of enthusiasm, motivation and professional demeanour.	E	AI
A commitment to biodiversity and conservation.	E	A
Good level of physical fitness and the ability to work in all weathers, on remote sites not accessible by vehicle.	E	AI
Ability to deal with complaints, or enquiries from the public in a polite and professional manner.	E	I

* A = Application I = Interview T = Task



DETAILS OF EMPLOYMENT (January 25)

Salary: £23,400 per annum, pro rata, (APO £12.00 an hour plus holiday pay at 12.07%)

Pension: All staff who earn over £192 per week (£833 per month) are over 22 and under pensionable age, are automatically enrolled on the SRWT pension scheme.

Following a 3-month postponement, the pension contribution is based on a total of 8% minimum level, 3% by SRWT and 5% by employee.

Anyone who does not meet eligibility criteria will have the opportunity to join the scheme should they wish, although they will not qualify for SRWT contributions.

Working Hours: The working week for this post is on a casual basis, exclusive of lunch breaks. The post may involve some evening and weekend work. Up to full time hours available, working 8-10 hour days Monday to Friday from January 25 to end of March 25

Note: This position is a casual contract of employment which means that whilst Wildscapes will try to provide as much notice as possible when offering work, there is no obligation to offer a minimum amount of hours or for the post holder to accept any work so offered. The amount of hours offered will vary depending on business needs and there is no obligation to accept offers of work.

Location: The post is based at Sheffield & Rotherham Wildlife Trust's Depot Near Sheffield City Centre with travel required to worksites across the region. The team typically meet at the depot and travel together in company vehicles to the work site each day.

Probationary Period: All new employees are required to undertake a period of probation for 6 months, in which they will be expected to establish their suitability for the post.

Annual Leave: You will accrue annual leave for any hours you work at the standard rate for Wildscapes staff (20 days per year for a full-time post) and it will be calculated retrospectively by HR and on a pro rata basis to the amount of hours you actually work. You will receive this as holiday pay, providing you do not exceed EU Working Time Regulations on annual leave.

Length of Contract: Seasonal on a casual basis Jan 25 - March 25

Transport provision: Trust staff are required to use public transport wherever practical. However the post holder will have use of a pool of Trust vehicles when needed.

Equal Opportunities: Sheffield & Rotherham Wildlife Trust is striving to be an equal opportunities employer and selection of applicants is based on merit. Please request the full policy document for further details.

Safeguarding: In line with Sheffield & Rotherham Wildlife Trust's commitment to safeguarding the postholder for this role will be subject to reference checks.



WORKING FOR SRWT

The Trust has a suite of policies and procedures that are designed to provide a framework for how we work and support our staff. The following are particular areas that we have given focus to under our current strategy.

CARBON REDUCTION

The reality and threat of climate change is sadly increasing year on year. Alongside our work to tackle the nature emergency in Sheffield & Rotherham, we are also working to help tackle the climate emergency.

We are doing this through our strategic work, by delivering nature-based solutions that can help lock up carbon and manage flood risk for example. But in addition to that, we are reviewing our day to day operations to seek opportunities to reduce our own carbon footprint wherever we can.

Our strategic ambition is to be zero carbon by 2030 and are currently working to an action plan to help us identify and prioritise where we can reduce our carbon emissions before then turning our focus on how we can offset emissions and use our extensive knowledge & experience of working to protect nature, to implement nature-based solutions that lead to carbon sequestration.

EQUALITY, DIVERSITY & INCLUSION

We believe that equality, diversity and inclusion is an essential part of what we do and how we achieve our vision for wildlife. Our workforce, volunteers, and the communities we work with deserve equality of opportunity, benefit from embracing diversity and thrive in an inclusive environment.

The Trust is committed to providing equality of opportunity, addressing lack of diversity and creating an environment that promotes inclusivity. We do not tolerate discrimination, harassment and bullying and aim to provide a working environment where opportunities for recruitment or progression are based solely on merit.

SAFEGUARDING

Sheffield and Rotherham Wildlife Trust is deeply committed to safeguarding and promoting the welfare of all children, young people and adults involved in our work across the Trust.

The Trust delivers a range of activities for children, young people and adults that includes some risk of harm. We come into contact with many people as we undertake our day to day work right across the Trust - from responding to customer enquiries, recruiting members, helping the public on site, delivering activities or supporting a placement student or volunteer. In view of this our safeguarding policy & procedures form a thread across all staff and teams from recruitment to the day to day work we carry out.

Our Safeguarding Group plays an important role in leading our safeguarding activity and all staff carry responsibility in their work. We apply to the Disclosure & Barring Service for an appropriate level of disclosure, and also seek references for successful candidates. All staff take part in a safeguarding induction and identified roles undertake more specific safeguarding training.

