

The Box Moor Trust

Job Title: Ecology Ranger (Environmental Awareness and Community)

(Fixed term 24mths, may lead to permanent position)

## Pay: £18,000 - £20,000 pa depending on experience

**Department:** **Estate**

**Location:** London Rd, Hemel Hempstead, Hertfordshire, HP1 2RE

**Hours:** 35 hours per week

A flexible approach will be required to cover staff absence, seasonal workloads, and activities on the Estate.

You will be required to work some weekend days as part of the team that care for our livestock; currently this averages a 2 hr shift every 3 weeks. Flexibility is required to cover sickness and holidays. In addition to this there will be occasional evening and weekend work, to support community events and the Junior Wildlife Rangers Group. Overtime, TOIL or lump sum attendance allowance will be given according to our policies.

**Annual Leave:** 25 days plus Bank Holidays

# **Responsible to:**  Estate Manager through the Senior Ranger

# (Environmental Awareness and Community)

**Local accommodation**:

Given the need for out of hours work - preference will be given to candidates who will reside within a 10mile radius of our Centre. Consideration will be given to provide local housing assistance of £250 a month to the successful candidate while living within that radius. This is to help with high local housing costs, avoid long commutes and reduce our carbon footprint.

**Main Purpose of Job:**

To assist in the management and conservation of the Box Moor Trust Estate as a unique open space, common land and SSSI. This will be in accordance with the Box Moor Trust Scheme 2000 and the objectives of the site management plans, for the recreation and enjoyment of the beneficiaries of the area of benefit and for use as grazing land. This will include:

* Assisting the Estate staff and Management Team to meet the operational aims of the estate and management plans.
* Developing enthusiasm for the natural world and our broader environment for schools, families, uniform groups and adults.
* Working in close liaison and co-operation with all other Box Moor Trust staff and Trustees to achieve the above.

**Principal Duties:**

#### Estate

* Undertake works when required to provide and maintain signs; fences; gates; paths; and remove fly-tipping, litter and graffiti. To include strimming, mowing & hedge cutting.
* Organise and carry out ecological surveys, prepare reports and be responsible for the collation and sharing of information with external bodies.
* Work in collaboration with the team to design ecological enhancement schemes and effective species mitigation works.

#### Health and Safety

* Comply with the Health and Safety at Work Act, 1974, other relevant legislation as well as the Trust’s policies, codes of practice and guidelines relating to identified hazards and risk assessments.
* Make full and proper use of any arrangements, clothing and personal protective equipment provided by the Box Moor Trust for the health and safety and welfare of people at work.
* Report to the Senior Ranger (Environmental Awareness and Community) any activity, substance or situation which might represent a hazard or pose a significant risk.
* Take reasonable care of the health, safety and welfare of yourself, other staff, volunteers, contractors, work experience students, visitors and any other person who may be affected by your acts or omissions.
* Comply with BMT Lone Working Policy

**Conservation Management**

* Actively support the full range of practical conservation management of the habitats and wildlife value of the Estate. This will include woodland, tree and scrub management; pond and wetland management; grass cutting and control of problem species e.g. ragwort, rhododendron and Japanese knotweed.

#### Community Involvement/ Public Interface

* Provide an enthusiastic point of call for the public when working on the estate
* Liaise with external groups as required.
* Work with the Senior Ranger (Environmental Awareness and Community) to support wildlife awareness activities and the Junior Rangers Group.
* Assisting, as appropriate, with regular Forest School sessions to connect children to nature in the changing seasons
* Assist and lead estate walks to raise awareness of Trust work on local habitats
* Attend Trust events such as our Autumn Festival.

#### Site Protection and Rangering

* Protect the physical, cultural and biological integrity of the Estate, which will involve making informal contact with visitors, neighbours and other local residents, offering advice, information and assistance as required. Advise against misuse of the site and report any encroachment.
* Report incidents
* Liaise with emergency services, volunteers, neighbours and visitors as required.

**Administration and Finance**

* To use reporting and recording systems when necessary, in particular those relating to incident, accidents and health and safety.

#### Training

#### To accept all training opportunities offered by the Trust.

#### General

* Undertake such other duties and responsibilities as agreed with the Estate Manager / Senior Ranger (Environmental Awareness and Community) appropriate to the duties of an Ecology Ranger (Environmental Awareness and Community) and individual experience and skills.
* Contribute to the review of the individual responsibilities of this post.