

The Box Moor Trust

Job Title: Lead Ranger

Department: Estate

Pay: £38,000, depending on skills and experience (includes £3,000 per annum emergency phone allowance)

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

Hours: 35 hours per week, normally 0800 – 1600 Monday to Friday with one hour for lunch 1230-1330. Flexibility will be required due to seasonal workloads, such as lambing.

Scheduled

Attendance: It is a requirement of the role to undertake livestock checks; therefore, weekend work is necessary for approx. 2 - 2.5 hours on either/or a Saturday/Sunday, every 3 weeks. Duties are allocated on a rotational basis - overtime is paid subject to Trust Policy. In addition, the post is required to be responsible for the emergency phone. This duty is also allocated on a rotational basis, usually 1 in 6, for a weeklong period. Both duties are subject to variation.

Annual Leave: 25 rising to 30 days, based on length of service, days plus bank holidays.

Probationary period: 12 months.

Responsible to: Estate Manager

Purpose of the role:

As a key member of the Estate Team, you will be working closely with other passionate and experienced colleagues taking pride in the exemplar management and presentation of the Box Moor Trust estate. The role will assist in the day-to-day management and conservation of the estate to ensure that its unique open spaces, common land, grazing land and SSSI can be enjoyed by our charity's beneficiaries.

The role will oversee the delivery of the agreed weekly work plan for the estate, which will involve joint planning, allocating and coordinating tasks and resources. This will require the post-holder to provide clear instruction and technical and functional supervision to ensure work is carried out effectively. In addition, the post will deliver all agreed agricultural activities across the estate, including stock management, feed production and livestock husbandry. The Box Moor Trust is supported by a large number of volunteers; the post holder should also expect to lead members of the community, who willingly offer their time in support of the Trust.

Main Duties and responsibilities:

- **Instructing, supervising, and supporting the Estate Team** – overseeing task allocation and management for all land-based tasks, in collaboration with the Estate Manager, ensuring and managing compliance to all appropriate health and safety legislation and internal policy. Offer dynamic technical and functional support to the Senior Rangers so they may meet their operational requirements. Direct line management responsibility for Ranger(s) as per the organisational structure, amended from time to time, including mentoring and performance management. Deputise for the Estate manager when required.
- **Agricultural Management** – responsible for annual hay/silage production and baling. Lead and work in collaboration with the Rangers and volunteers on livestock management; to include, but not limited to, all aspects of sheep, goat & cattle husbandry, general farm maintenance, and tractor operations. Adherence and/or supervision of all statutory requirements and best practice standards for animal care are essential. To be the veterinary liaison for all proactive and reactive interventions to include all required reporting obligations, responsible for the safe and secure storage of medications. Ensure all grazing related equipment, including GPS 'No Fence' system is well maintained and monitored, and make all reasonable adjustments to guarantee all grazing meets the conservational objectives of the Trust.
- **Estate Maintenance** – undertake all general estate maintenance and be able to provide technical and functional instruction and supervision in all areas, ensuring safe public access is maintained across the estate, at all times. Trouble shoot and undertake tasks, ensuring the safe and effective use of agricultural machinery and power tools. Actively support the full range of practical conservation management of habitats and wildlife value of the Estate.
- **Communication** – able to work within a team and independently. Take initiative and liaise promptly with the Estate Manager on all personnel, access and/or Health and Safety issues or concerns. Be a first point of contact and communicate effectively with members of the community – those volunteering or visiting the estate. Assist in the organisation and execution of Box Moor Trust community events, open to discussing the strategic aims of the Trust with the public and external groups. Confident in addressing the public both face to face and via communication channels such as telephone and email.
- **Administration** – maintain accurate records appropriate to the role. Proficient in the use of Microsoft Office programs and ensure adherence to budgetary requirements. Work in collaboration with the Commercial Team where required.
- **General** – to complete mandatory and professional development training as and when required. Undertake any other duties that may be reasonably requested appropriate to the role.

Person Specification:

CRITERIA	ESSENTIAL	DESIRABLE
Education/ Qualifications & Training	<p>A full UK driving licence.</p> <p>Minimum of Level 3 Advanced Technical Diploma in Agriculture or Equivalent qualification or practical experience in the industry.</p> <p>Tractor (001407 - City & Guilds Level 2 Award), trailer, machinery and loader operations.</p> <p>Hold an enhanced DBS check (or be prepared to gain one).</p>	<p>Degree, National Diploma or NVQ in Countryside Management or equivalent.</p> <p>Experience in operating various agricultural equipment.</p> <p>Trained to operate a sit in UTV</p> <p>Trained in four-by-four off road driving</p> <p>Agricultural Diploma modules:- Farm animal health and nutrition/Farm habitat management/ Undertake land-based workshop processes/Beef production/ Sheep production/Vet Meds & Welfare in Transport certs.</p> <p>Supervisory management qualifications or equivalent proven experience.</p> <p>Brushcutters; first aid, chemical handling & knapsack (PA1 & PA6).</p> <p>Certificates of competence in Chainsaw operations.</p>
Attainments/ competencies	<p>Excellent working knowledge of health & safety legislation relevant to countryside/agricultural setting.</p> <p>Knowledge of the biology and husbandry of farm animals, including the “5 freedoms” and how to provide for their needs in all circumstances.</p> <p>Ability to keep accurate written and electronic records.</p> <p>Ability to understand and carry out instructions.</p> <p>Experience in fostering a positive culture and delivering invaluable experience, building relationships internally and externally.</p>	<p>Experience of working with the local community.</p> <p>Thorough understanding of countryside management methods.</p> <p>Understanding conservation management of appropriate habitats and species.</p> <p>Experience of organising and delivering inspirational engagement activities that help build or strengthen people’s connections with nature and the outdoors.</p> <p>Excellent field identification skills.</p>
Previous Experience	<p>Proven previous personnel management & supervisory experience, able to lead from the front and provide inspirational leadership to others. Able to provide clear instruction and provide technical and functional supervision.</p> <p>Proven practical experience of habitat, livestock and estate management.</p> <p>Significant practical experience in relevant land, conservation and access management.</p> <p>Experience of driving tractors and trailers off-road and on the road.</p> <p>Experienced in the safe use of hand and power tools and equipment.</p> <p>Ability to plan and erect fencing of all types, especially agricultural.</p> <p>Proficient in the use of Microsoft 365 programs.</p>	<p>Understanding of enforcing Byelaws and dealing with incidents or other enforcement activity.</p> <p>Proven experience of working in a woodland and forestry environment.</p> <p>Knowledge of working safely in a public environment.</p> <p>Working with and supervising volunteers and work experience students.</p> <p>Working on land under an Environmental Stewardship Scheme.</p> <p>Able to fell trees using chainsaws.</p>