

Head of Conservation

Job description



Worcestershire
Wildlife Trust

Job purpose	Strategic lead overseeing the delivery and development of the Trust's conservation programmes including managing and directing reserves and wider countryside programme leads. This role is a key member of the Senior Management Team of the Trust and will include deputising for the Chief Executive Officer as necessary.
Duration	Full time, permanent contract (35 hours per week)
Salary	c£50,000 per annum
Reporting to	Chief Executive Officer
Responsible for	Reserves Team Leader, Senior Conservation Officer - Planning, Senior Land Advisor, Wildlife and Farming Officer, Wildlife and Water Officer
Other key relationships	Head of Finance and Operations, Head of Fundraising and Engagement, Hon. Officer Conservation (trustee), reserves officers, wider countryside officers, Senior Fundraising Officer, Engagement Team Leader, Communications Lead, Senior Membership Officer and volunteers.

Key areas of activity

We are Worcestershire's leading nature conservation charity, committed to protecting wildlife and the natural environment. We are supported by over 21,000 individual members. Our 40 staff are supported by our 500 volunteers who are vital to the delivery of our work. We manage over 75 nature reserves across the county covering 12.5 square kilometres of land and provide land management advice across around a quarter of the county. We also work to inspire people to take action for nature and this includes work with schools and young people, communities and local businesses.

As the current postholder is leaving at the end of April 2025, we are seeking an inspiring Head of Conservation to join the Trust at this exciting and important time. The successful candidate will be responsible for the conservation team's programmes for conservation, reserves, wider countryside and fundraising, which are vital in delivering our vision of a wilder Worcestershire where there is more nature everywhere for everyone.

Our three strategic goals set out in our [strategy to 2030](#) are:

- Nature in recovery: 30% of land for nature by 2030
- Action for nature: 1 in 4 taking action for nature by 2030
- Sustaining our future: more diversity, more funding and carbon zero by 2030

We are one of 46 independent Wildlife Trusts operating across the UK.

Role specification

a) Team leadership

- Providing strategic input into current and new strategies for conservation, land acquisitions and management, land use, planning and development.
- Key member of Trust's Senior Management Team and deputising for the Trust's Chief Executive Officer when appropriate.
- Lead the preparation of annual work programmes and budgets for the team.
- Devise and operate systems and structures to enable all team members to work effectively and efficiently together and with other teams in the Trust.
- Regular team planning and review meetings for staff and key volunteers.
- Carry out individual reviews and appraisals to an agreed procedure and timetable.
- Identify training requirements for the team and implement agreed training and development plans.
- Oversight of relevant monitoring and evaluation requirements relevant to the team.
- Engagement with peers in other Wildlife Trusts and with national office staff on initiatives relevant to conservation.
- Initiate and produce proposals to maintain, develop and expand the team's work.
- Attend and contribute to meetings of Senior Management Team, Trust Council, whole staff and team meetings and others as required.

b) Programme support and delivery

- Developing and overseeing the performance of operational and financial activities in respect of the work of the conservation team.
- Lead the development of Farming with Nature, a new integrated land advice service, in a way that facilitates nature's recovery.
- Participation in partnership working on a local, regional and national level as appropriate.
- Develop and maintain good working relationships with local, regional and national organisations and agencies.
- Support the team and wider Trust to build a nature action network for the county.
- Development and oversight of funded projects and their delivery within the team, including being project sponsor at times.
- Developing and maintaining key stakeholder relationships.

c) Contribute to the overall work of the Trust

- Ensure the team's activities operate within agreed policies and procedures.
- Contribute towards Trust wide programmes including our climate change and wildlife strategy, equality, diversity and inclusion, and safeguarding.
- Manage activities and volunteers to ensure that all legal (e.g. health and safety, data protection) and contractual obligations are fully met, working with other staff where appropriate.
- Be a Deputy Safeguarding Officer within the Safeguarding group.
- Ensure compliance with General Data Protection Regulations.
- Assist with, attend and support Trust events, activities etc as required.

Person specification

Experience and knowledge:

- Senior level worked experience in a relevant role.
- Excellent UK ecological knowledge.
- Detailed knowledge of habitat management/creation techniques and considerable experience of their application.
- Detailed knowledge of landscape-scale conservation theory and biodiversity adaptation linked to climate change.
- Advocacy to local authorities, key stakeholders and partner organisations.
- Detailed knowledge of legislation, policy and practice relating to biodiversity, nature's recovery and green finance.
- Business planning techniques.
- Leading, managing and supervising staff and volunteers.
- Health and safety requirements and implementation.
- Planning conservation communication programmes for a range of audiences and stakeholders.
- Understanding of developing and monitoring budgets.
- Understanding of data protection and General Data Protection Regulations.

Skills:

- Effective communicator.
- Ability to network with a range of stakeholders.
- Able to organise and plan work effectively.
- Able to work co-operatively as part of a team.
- Able to work independently and lead when required.
- Excellent verbal and written communication skills.
- Computer literate including the Microsoft Office suite, experience of mapping systems.
- Clean driving licence.

Personal qualities:

- Personal enthusiasm for the Trust's aims.
- Flexible and able to respond to changing circumstances and demands.
- Commitment to equality, diversity and inclusion.
- Commitment to safeguarding.
- Well organised and methodical.
- Leadership.

November 2024