

Role Description

Woodland Ranger – Engagement (Part-time 2.5 days per week)

Responsible To: Head of Engagement

1. Role Purpose:

This role aims to deliver *Action for Wildlife* and requires the post holder to deliver measurable practical outputs for conservation and nature restoration across our various woodland projects. To ensure Manx Wildlife Trust (MWT) contributes strongly to the Isle of Man's Nature Recovery Network (NRN), Nature-based Solutions (NbS), and specifically with this role, connecting people more strongly to nature. Ultimately this role contributes to MWT delivering our mission, to '*protect and enhance our environment, create more spaces for wildlife, and inspire people to act for nature.*'

The role involves a wide range of complex, technical, and professional activities in a range of work situations, together with responsibility for the health and safety and safeguarding of staff and volunteers who they are working alongside. The work of the post varies considerably throughout the year due to the seasons. The post is line managed by the Head of Engagement and forms part of our MWT Woodlands Team, led by Senior Woodland Ranger. The nature of the role necessitates the post holder working collaboratively with other MWT staff, including the engagement and conservation teams and volunteer Woodland Rangers.

This Role Descriptor applies to all MWT Woodland Rangers, with additional details for this specific role added in *italics* below.

2. Role Responsibilities:

2.1 Core Responsibilities:

- *Develop, deliver, and coordinate a range of public engagement approaches to communicate and connect with people to our woodland conservation projects, with the MWT Hairpin Woodland Park (HWP) at Ramsey being the primary woodland engagement site.*
- Support and deliver conservation, Action for Wildlife, and/or nature restoration tasks, research, work streams, projects, and outputs as directed by the Head of Engagement, across:
 - Action for Wildlife.
 - Agri-Environment Scheme.
 - MWT land, freshwater and marine research, conservation, and restoration.
 - MWT's engagement activities.
- Supervise MWT staff, volunteers, and student internships working on your projects, taking responsibility for work quality, health & safety, safeguarding and insurance compliance, including risk assessments and provision of PPE and equipment that must be appropriately maintained and inventoried. *Lead the recruitment of a team of Woodland Ranger practical volunteers.*
- *Develop HWP as steered by the HWP Working Group and Senior Woodland Ranger; undertake routine maintenance checks and upkeep at HWP for safety, enjoyment and wildlife.*
- *Coordinate and manage all aspects of corporate liaison, including Wild Work Days (corporate work parties).*
- *Communicate the stories about our woodland and wildflower work. Develop interpretation (on-site and digital) and maintain an active social media footprint for our woodland projects.*
- *Proactively encourage and support community involvement with the HWP site. Review and improve accessibility on our woodland sites and lead regular guided walks at our woodland sites.*

- *Foster good relations with neighbouring landowners, specifically Ramsey Grammar School, Ramsey Golf Course, farmers, the MUA and DEFA at Ballure & Brookdale & Injebreck/Colden.*
- *Develop a deep collaborative relationship with Isle of Man schools (inc. Ramsey Grammar School and Bunscoill Rhumsaa) and the Ardwhallan Outdoor Learning Centre.*
- Act as ambassador and spokesperson for MWT, including giving interviews, addressing audiences, participating in external meetings/conferences as required.
- As standard, carry out biological monitoring as suitable in relation to your role, liaising closely with the MWT Biological Recorder, to ensure that data is recorded in an appropriate format for Recorder 6, and ultimately NBN Atlas IOM.
- Assist the Head of Engagement in setting and accounting for budgets for your work as required.
- Produce articles for our *Manx Nature* magazine and provide information for the Head of Engagement to enable the writing of quarterly impact reports for CEO and Council.
- Actively participate in key MWT meetings appropriate to your role, including:
 - Attend and engage with the **MWT Woodlands** meetings.
 - Attend and engage with the **MWT Conservation Group and Engagement** meetings.
 - Attend and engage with monthly **MWT Team** meetings.
 - Attend Engagement Committee, MWT Council and external meetings as required by the Head of Engagement.

2.2 Wider Responsibilities:

- Comply with MWT's policies, procedures, and guidelines, together with all relevant regulatory and statutory requirements, including health & safety and safeguarding legislation.
- Actively participate in the MWT staff appraisal and development scheme, suggesting to the Head of Engagement, and undertaking when appropriate, personal professional development, including with The Wildlife Trusts federation.
- Support wider MWT engagement activities, including membership and fundraising.
- Actively promote and demonstrate a commitment to best practice in equality & diversity.
- Always demonstrate, the professional behaviours expected of all MWT staff.
- Maintain (and share internally) an Outlook diary as your primary means for organisation.
- Perform other reasonable duties and projects as directed by the Head of Engagement or CEO.
- *Provide occasional safety cover for the Woodland Ranger – Estates, during chainsaw operations.*

3. Working Hours, Salary, Place of Work (please see Contract & Staff Handbook):

Working hours for full-time permanent posts are 37.5 hours a week (standard being 9am to 5pm, Monday to Friday). *This post is part-time 2.5 days per week (7.5 hours per day) and the division of hours across the week can be agreed with the Head of Engagement.* There is a requirement to work occasional evenings and weekends to attend public shows and/or meetings and conferences.

Flexible home working is acceptable but must be agreed with Head of Engagement in advance, with an expectation that at a significant amount of time is spent at the HWP and other woodland sites. Office work can be carried out at home, in the MWT Peel office, or at Milntown Estate (adjacent to the HWP). There is a need for frequent travel around the whole Island and, on rare occasions to leave the Island to attend meetings and conferences, and occasionally overnight stays will be required.

This post sits within our Wildlife Officer grades. The full-time equivalent starting salary for the role is between Band C to Band E (£25,730 to £27,456) depending on experience. Part-time hours will be pro-rata accordingly. Overtime is not paid, and any additional hours beyond 37.5/week will be taken as time off in lieu (TOIL), agreed in advance with the Head of Engagement in advance.

In addition to the salary, MWT offer a 5% of salary additional pension contribution (following completion of a 6-month probationary period), through a pension scheme with Zurich International, which the post holder can select to pay more into if they so wish. You will receive 25 days annual leave, plus 10 Manx Bank Holidays, and an additional 3 days at Christmas (when we close the office),

totalling 38 days' holiday each year (holidays are pro-rata for part-time posts – 50% for a 2.5 day per week role).

4. Person Specification:

4.1 Technical Competencies:

Core Knowledge and Values:	Essential	Desirable
<i>Knowledge and understanding of education, engagement and communication</i>	✓	
<i>A passion for driving nature positive behaviour change in people</i>	✓	
A deep interest, skills and knowledge of ecology, wildlife, and conservation	✓	
Knowledge and experience of habitats and species within the Isle of Man		✓
A full driving licence (working locations often away from public transport)	✓	
Interest in The Wildlife Trust movement and support for our goals	✓	
Demonstrate due regard for the wellbeing of our native habitats and species	✓	
First Aid, Safeguarding and Health & Safety trained (or willingness to train)	✓	
An ability and willingness to:		
<i>Communicate with, inspire and enable a range of audiences to engage with nature</i>	✓	
<i>Develop, deliver, and evaluate formal education and informal event sessions</i>	✓	
<i>Produce interpretation displays and teaching aids for education</i>	✓	
Deliver measurable engagement and/or Action for Wildlife outputs	✓	
Carry out practical recording, conservation and restoration work in the field	✓	
Supervise volunteers & corporate work parties in outdoor/remote locations	✓	
Work effectively in partnership with a range of external stakeholders	✓	
Collect and collate information on work outputs and produce reports	✓	
Collect and collate biological records for input to Recorder6/NBN Atlas IOM	✓	
Write high quality grant and funding bids relating to their work		✓
Communicate the value of our work including through social media	✓	
Operate/adhere to budgets set by the Head of Engagement	✓	
<i>Carry out Tree Risk Assessments (and be trained and certified to do so)</i>	✓	
<i>To use, or be trained and certified in chainsaw use at MWT cost</i>		✓
<i>To be trained in woodland ecology and fencing construction and maintenance</i>	✓	

4.2 Essential Behavioural Competencies expected of all MWT staff:

Competency	An ability to:
Enthusiasm	A commitment to, and enthusiasm for, wildlife conservation, and an ability to inspire others.
Planning & Organising	Plan, organise and manage work to meet given objectives. Initiative and ability to solve problems.
Communication	Communicate professionally in a variety of ways, including good working knowledge of Microsoft Office. Outgoing, with strong inter-personnel skills. Represent the best of our organisation to external audiences at all times.
Approach	Work precisely and professionally under pressure, with a mature, pragmatic, and flexible approach.
Embracing Change	Seek out and implement new ideas and ways of working. Striving for continuous improvement. Take advantage of innovative approaches and technological advances in your work.
Motivation	Self-motivated, high levels of enthusiasm and stamina, able to manage own time and priorities
Delivering Services	High performance culture in all work.
Teamwork	Enjoyment of teamwork and an ability to work strongly and collaboratively. Ability to motivate others and work to the values and principles of MWT.
Working in partnerships	Tact, empathy, understanding, diplomacy, confidentiality, and discretion.
Projecting Confidence	Represent MWT well/professionally. Champion the work of MWT.

4.3 Qualifications or experience

	Essential	Desirable

Appropriate qualifications/experience in ecology, education, or related field.	√	
Experience in biological recording.		√