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| **JOB DESCRIPTION** |

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**IDENTIFICATION OF JOB**

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**JOB TITLE:** Usk To Wye Grassland Conservation Trainee

(Part time 3 days per week)

6 months

**TEAM:** Usk to Wye Living Landscape Team

**WORKING BASE:** Seddon House & Pentwyn Farm Nature Reserve

**REPORTS TO:** SeniorFarm and Wildlife Development Officer

in his absence: Usk to Wye Reserves Officer

**RESPONSIBLE FOR:** Volunteers

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**OVERALL PURPOSE OF JOB**

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The trainee’s role is to:

* Assist in the day to day practical management of Gwent Wildlife Trust’s livestock (cattle & sheep)
* Assist in the day to day practical management of nature reserves in the Usk to Wye Living Landscape Area
* Assist in supervision of volunteer work parties within the Usk to Wye Living Landscape Area

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**MAIN RESPONSIBILITIES**

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* To undertake all aspects of practical reserve management
* To support the management of specific reserves including maintaining site infrastructure and undertaking survey work once trained
* To assist in the animal welfare of Gwent Wildlife Trust`s livestock
* Follow the Trust’s Health & Safety and Lone Working Policies

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| **JOB SPECIFICATION** |

**Management and Supervision**

* Undertake practical management work on any Gwent Wildlife Trust Reserve
* Assist in management of the livestock in conjunction with Line Manager
* Manage individual funded projects under the guidance of the Usk to Wye Living Landscape Manager

**Accountability and Resources**

* Follow Health & Safety requirements and safe working practices and ensure a safe environment for staff, contractors, volunteers and visitors

**Job Impact**

Assist officer’s in practical management of nature reserves in the Usk to Wye Living Landscape area.

**Independence and Judgement**

* Demonstrate an ability to work independently and manage own work load
* Willingness to undertake any training as required
* Ability to recognise and report problems/issues to supervisors and managers as required.

**People and Contacts**

* Maintain strong working relationships with staff, graziers, volunteers and community groups
* Contribute to the public profile of the Trust and its work

**Creativity and Innovation**

* Communicate and promote the work of the land based work programme through a variety of media
* Demonstrate both adaptability and flexibility and an ability to provide solutions to problems as they arise

**Working Conditions**

* A good level of general fitness is required for this post which involves frequent outdoor work often under difficult weather conditions and in remote locations
* Occasional evening and weekend work required

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| **PERSON SPECIFICATION** |

**JOB TITLE**: Usk To Wye Grassland Conservation Trainee

**TEAM**: Usk to Wye Living Landscape Team

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| **REQUIRED ATTRIBUTE** | **ESSENTIAL** | **DESIRABLE** |
| **EXPERIENCE** | Full & current driving license | Previous experience of practical land management (Either agricultural or conservation based)  Working with volunteers  Experience of livestock handling    Use of IT for word processing and information recording |
| **COMPETENCE, KNOWLEDGE AND SKILLS** | Committed and enthusiastic  Ability to deal with and solve problems  Knowledge of and ability to ensure a safe working culture within all areas of work  Practical knowledge of relevant tools and equipment | Able to manage training and events effectively  Ability to communicate effectively with a wide range of people  Knowledge of British Wildlife  Knowledge of British Agriculture and native breed livestock |
| **PERSONAL QUALITIES** | Self-reliant with initiative and a mature, professional and flexible approach  Responsible attitude with good organisational and time management skills including diligence in following up tasks  Strong desire to work with livestock    Physically fit with an ability to deal with livestock, difficult terrain and outdoor work in all conditions, often in remote locations  Willingness to undertake training | Able to convey enthusiasm and inspire volunteers and visitors  Desire to contribute to a small high-performance team |
| **SPECIFIC REQUIREMENTS** | Full & current driving licence  Valid first aid or willingness to gain qualification  Evidence of study at a higher level | Trailer towing entitlement  NPTC/LANTRA certificate of competence in ATV and/or tractor handling or equivalent experience  Certificate of competence in brush cutting operations  Relevant qualification/degree for example in Countryside Management or Agriculture |