



JOB DESCRIPTION

ROLE:	Reserve Warden
REPORTING TO:	Reserve Manager (and Head of Species Management, as appropriate)
ROLE SUMMARY:	To assist in the day to day management of the Nature Reserve, Farm, Park and Bird Collection, undertaking habitat and species management to enhance the sites biodiversity, working with the captive collection as well as providing an excellent visitor and volunteer experience
HOURS:	40 hrs per week including weekends and bank holidays (flexibility around weekends and start/finish times is required)

Main Responsibilities

As part of our experienced team, you will contribute to providing a naturally inspiring environment for our visitors whilst furthering our conservation aims. You will undertake a range of tasks in all weathers, including habitat and species management, maintenance of the Park infrastructure, and caring for and feeding our collections.

Your natural passion for conservation and the natural world, along with your friendly and engaging personality, will ensure that visitors of all ages will feel inspired and connected with nature.

Reserve activities

1. Assist with the delivery of the Reserve Management Plan through general habitat and species management and routine care of the reserve including but not limited to, scrub clearance, strimming, mowing, fencing, path maintenance, livestock movements and general cleaning and tidying
2. Safely maintain and operate, as necessary, a range of tools and equipment such as chainsaw, brush cutters, mowers and motor vehicles including 4x4, tractors and dumpers as well as other tools and equipment in order to accomplish tasks
3. Livestock work including both care and handling of business owned livestock
4. Undertake species monitoring as required
5. Carry out spraying tasks as instructed and if trained to do so
6. Monitor, record and report on the health of animals, both wild & livestock
7. Respond to animal emergency circumstances according to approved protocols
8. Support our local volunteer team and other volunteer groups with planned conservation activities
9. Open and close reserve as required including perimeter fencing
10. Observe, document and report any structural or mechanical problems

Avicultural Activities

1. Feeding of Captive Species and maintenance of their enclosures
2. Assist in capture, restraint and treatment of animals, under appropriate supervision and training
3. Monitor, record and report on the health of animals
4. Perform cleaning and maintenance of assigned facilities

Visitors engagement

1. Be an ambassador for Pensthorpe, showing exceptional standards of customer care; greeting customers with a smile and showing courtesy at all times
2. Assist with presentations, talks and visitor interaction events as required
3. Take the necessary action to ensure the safety of visitors
4. Effectively direct visitors to all parts of the attraction, including café, toilets, outdoor sites, enclosures and special interest areas
5. Work with the engagement team on trails
6. Support education officer with school visits if required
7. Support delivery of the Pensthorpe Explorer if required

Team Responsibilities

1. Be an active team member and work to ensure good teamwork and communication is achieved
2. Take part and contribute to team meetings and put forward ideas and feedback in order to improve ways of working
3. Maintain professional and positive behaviours in your treatment of others, showing respect and consideration at all times
4. Work collaboratively with colleagues in order to meet the objectives of the business

Health & Safety / Environmental Health

1. Implement the legal obligation to maintain a safe working environment at all times
2. Follow the company's procedures, as described in the Health & Safety Policy
3. Take active responsibility for maintaining own health & wellbeing and working within personal limits for manual handling
4. Report concerns or anything unsafe to the Reserve Manager and to report accidents, near misses, and so on to an appropriate designated person



General

1. Welcome visitor groups to Pensthorpe, when required
2. Attend work with a clean and smart appearance, wearing the appropriate attire
3. Undertake any other tasks that may be reasonably requested
4. Implement the policies and procedures set out in the Employment Handbook
5. Willingness to work outside normal hours

Person Specification

	Essential	Desirable
Education and Qualifications		
GCSE Maths & English	✓	
Computer Literate	✓	
Qualification in Countryside Management		✓
Conservation and estate management experience		✓
PA1, PA2 and PA6 (or willingness to undertake training as required)		✓
Competent with a range of machinery and equipment		✓
Full Clean Driving Licence	✓	
Experience/Knowledge		
Nature/conservation & working knowledge of habitats & wildlife	✓	
Skills & Attributes		
Physically fit and able to work in an active outdoors role	✓	
Practical and observant	✓	
Able to communicate and willingness to engage with others	✓	
Reliable and resourceful	✓	
Able to work alone, sometimes in remote areas	✓	
Decisive and able to take control in an emergency	✓	
Willing to carry out instructions	✓	
Personal Qualities		
Clean and smart appearance	✓	
Other		
Willingness to work weekends, start early/work late and be flexible on occasions	✓	
Willingness to maintain confidentiality on all business matters	✓	
Willing to undertake training courses that are relevant to the duties of the post or are required for Health and Safety reasons	✓	