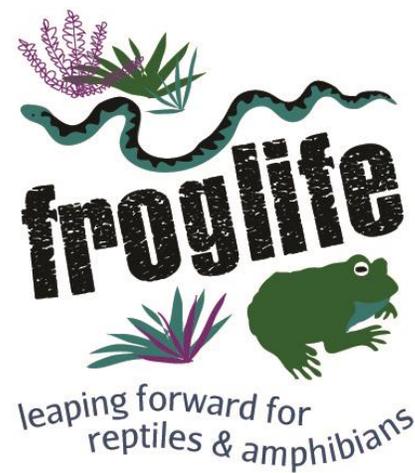


## Job Description and Person Specification

- Position:** Sessional Worker
- Reporting to:** Coalface to Wildspace Midlands Project Manager
- Duration:** one year contract
- Salary:** £24,000 per annum pro rata for 3 days per week.
- Hours:** 21 hours per week
- Office:** Remote home working and attending various sites/venues/schools



**Geographical spread:** Walsall and surrounding areas.

Froglife is a national wildlife conservation organisation with a specific focus on the protection of amphibians and reptiles and their habitats. Central to our ethos is to help as many people as possible to take action, which benefits nature and enhances mental and physical health. We are particularly committed to involving those who for socio-economic reason are often excluded. The Coalface to Wildspace Midlands Project is focused on engaging new audiences with wildlife conservation, on spreading the conservation message of the decline of the UK's common amphibians and reptiles, and how these species can be conserved.

The Coalface to Wildspace Midlands Sessional Worker will be expected to deliver specific additional elements to the project as detailed below.

Froglife is proud of its green credentials and all staff are expected to use green forms of transport wherever possible, and to ensure that all outputs are environmentally friendly.

### Job Description

#### **Principle duties and responsibilities:**

- Plan, deliver and evaluate two Neighbourhood Wildlife Corridors, these are in addition to the corridors being delivered as part of the NLHF funded Coalface to Wildspace Midlands project. The corridors will involve working with local communities on creating and restoring wildlife habitats in urban neighbourhoods. Wildlife elements will include pond creation and restoration, building hibernacula, wildflower seed bombing and building and installing wildlife homes.
- Deliver Wildlife Gardening Workshops to identified groups. The Wildlife Gardening Workshops will follow Froglife's existing format.
- Support project manager to commission and supervise the installation of three Wildlife Sculptures. This will involve working with a creative artist and digital expert to build the sculptures which will include QR codes informing visitors of the purpose of the sculptures and what wildlife will be using them.

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- Host nine amphibian hops sessions involving three schools across Walsall. This is a new activity and hence it will involve close liaison with the schools, planning and hosting walks to a local pond.
- Assist the FES Ecologist in overseeing the habitat works at Reedswood Park.
- Deliver other elements of the project which may include hosting film screenings at various schools and community venues and supporting the project manager with other workshops and events.

### **Other duties**

- To contribute to the wider work of Froglife as required by senior management.
- To encourage and maintain professional standards.
- To act as a responsible ambassador for Froglife.

This job description is an indication of the breadth and requirements of the post. The post-holder will be expected to be flexible and accept that certain elements/priorities of the job description may vary as the project is delivered.

### **Person Specification**

#### **Essential criteria**

#### **Knowledge**

- Good level of wildlife knowledge and identification skills including amphibians & reptiles.
- Practical understanding of wildlife gardening and habitat creation, restoration & management.
- Good understanding of the needs of vulnerable and disadvantaged groups.
- Good knowledge of the geography, demographics, wildlife, herpetofauna, nature areas of Walsall and surrounding areas.
- Sound knowledge of the conservation sector and environmental issues.
- Proficient at using MS Excel, PowerPoint, Word and Outlook.

#### **Experience**

- Experience in outdoor, biological science or environmental education.
- Experience in delivering innovative and inclusive activities to attract wide ranging audiences including young people and leading groups in outdoor environments.

#### **Personal Attributes**

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- A willingness to work outside normal office hours and travel
- Self-motivated with can-do attitude.
- Excellent organisation and communication skills.
- Able to build good relationships with project participants and partners.

*Note: This position requires an Enhanced DBS check*

### **Desirable criteria**

- Professional qualification in a relevant area of study.
- Driving licence and own car
- Confident using hand tools such as saws, loppers, drills etc.
- First Aid Qualification
- Experience working with groups with special needs, including learning disabilities and mental health issues.
- Digital technology skills, photography, video editing and social media

Deadline for applications: **13<sup>th</sup> February.**

Interviews will take place on **23<sup>rd</sup> February in Walsall.**

We welcome applicants from all backgrounds, including under-represented groups.

We are happy to discuss flexible working options.

To apply, please send a CV (no longer than 2 pages) and a covering letter (no longer than 2 pages) showing how you match the essential and desirable criteria to: **[vacancies@froglife.org](mailto:vacancies@froglife.org)**. Include your name in the subject line of the application email.

Please complete the Equality, Diversity and Inclusion survey here: <https://forms.gle/5AHgppWKuT1CUZj39>

For more information on this project: <https://www.froglife.org/coalspace-to-wildspace-midlands/>

*This post is funded by the West Midlands District Council.*

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