

# Role Description

## Woodland Ranger – Estate (Full-time 37.5 hours per week)

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**Responsible To:** Head of Conservation & Land

### 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 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 Conservation & Land (HCL), and forms part of our MWT Woodlands Team, led by the Senior Woodland Ranger. The nature of the role necessitates the post holder working collaboratively with other MWT staff and volunteers.

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:

- *Maintain and upkeep our woodland sites for safety, enjoyment, and biodiversity. To include the implementation of nature reserve management plans, including the conversion of areas of conifer plantation to native woodland, and a move away from using any plastics in tree planting.*
- Deliver specific conservation, Action for Wildlife, and/or nature restoration tasks, research, work streams, projects, and outputs as directed by the Head of Conservation & Land, across the following areas:
  - Action for Wildlife.
  - Agri-Environment Scheme.
  - MWT land, freshwater and marine research, conservation, and restoration.
  - Supporting 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 a team of Volunteer Rainforest Ranger practical volunteers.*
- *Implement and adhere to the MWT Tree Risk Management Strategy across all sites and liaise closely with Reserves Officer on tree work across our wider reserve network.*
- *Oversee, coordinate, and manage all use of external tree contractors on MWT sites.*
- 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 Recorder6, and ultimately NBN Atlas IOM.
- Assist the Head of Conservation & Land in setting and accounting for budgets for your work.

- Provide the Head of Conservation & Land with advice and guidance on your specific ecological expertise in relation to MWT's projects.
- Produce articles for our *Manx Nature* magazine and provide information for the Head of Conservation & Land 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** meetings.
  - Attend and engage with monthly **MWT Team** meetings.
  - Attend Engagement Committee, MWT Council and external meetings as required by the Head of Conservation & Land.

## 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 Conservation & Land, and undertaking when appropriate, personal professional development, including with The Wildlife Trusts federation.
- Contribute to the communication of the stories about our woodland and wildflower work.
- Support our corporate engagement as required, including the delivery of *Wild Work Days* (corporate work parties).
- Act as ambassador and spokesperson for MWT, including giving interviews, addressing audiences, participating in external meetings/conferences as required.
- Provide content for MWT communications channels, including social media (NB: Wildlife Officers are encouraged to operate a personal, work-linked, social media account).
- Support wider MWT engagement activities, including education, volunteering, public engagement, membership and fundraising activities and events.
- 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 HCL or CEO.

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

Working hours for this full-time post are 37.5 hours a week (standard being 9am to 5pm, Monday to Friday). 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 Conservation & Land in advance, with an expectation that at a significant amount of time will be spent on site in our woodlands. 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. 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 Conservation & Land.

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.

## 4. Person Specification:

### 4.1 Technical Competencies:

| <b>Core Knowledge and Values:</b>   | <b>Essential</b> | <b>Desirable</b> |
|---|------------------|------------------|
| <i>A deep knowledge of tree management and woodland ecology</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)     | √                |                  |
| <b>An ability and willingness to:</b>   |                  |                  |
| <i>Hold a chainsaw licence, or willingness to be trained to do so at MWT cost</i> | √                |                  |
| <i>Carry out construction and maintenance of forest fencing</i>                   | √                |                  |
| <i>Carry out Tree Risk Assessments (and be trained and certified to do so)</i>    | √                |                  |
| Deliver measurable conservation 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                  |                  | √                |
| Conduct professional ecological surveys and interpret biological data             |                  | √                |
| Operate/adhere to budgets set by the Head of Conservation & Land                  | √                |                  |

### 4.2 Essential Behavioural Competencies expected of all MWT staff:

| <b>Competency</b>                | <b>An ability to:</b>   |
|----------------------------------|---|
| <b>Enthusiasm</b>                | A commitment to, and enthusiasm for, wildlife conservation, and an ability to inspire others.   |
| <b>Planning &amp; Organising</b> | Plan, organise and manage work to meet given objectives. Initiative and ability to solve problems.  |
| <b>Communication</b>             | 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. |
| <b>Approach</b>                  | Work precisely and professionally under pressure, with a mature, pragmatic, and flexible approach.  |
| <b>Embracing Change</b>          | 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.   |
| <b>Motivation</b>                | Self-motivated, high levels of enthusiasm and stamina, able to manage own time and priorities   |
| <b>Delivering Services</b>       | High performance culture in all work.   |
| <b>Teamwork</b>                  | Enjoyment of teamwork and an ability to work strongly and collaboratively. Ability to motivate others and work to the values and principles of MWT.   |
| <b>Working in partnerships</b>   | Tact, empathy, understanding, diplomacy, confidentiality, and discretion.   |
| <b>Projecting Confidence</b>     | Represent MWT well/professionally. Champion the work of MWT.  |

### 4.3 Qualifications or experience

|   | <b>Essential</b> | <b>Desirable</b> |
|---|------------------|------------------|
| Appropriate qualifications/experience in arboriculture, silviculture, or ecology. | √                |                  |
| Experience in biological recording.   |                  | √                |