

Natural Prospects Trainee

Wildlife Trust for Birmingham and the Black Country

People and Wildlife Placement

Role Description

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| Project Manager | Natural Prospects Coordinator |
| Line Manager | Education and Events Manager |
| Location | Based at Centre of the Earth, Birmingham |

Background

Our vision is for Birmingham and the Black Country to be a Living Landscape alive with nature and rich in wildlife that is valued, enjoyed and protected by everyone. To help achieve this vision, we are delivering the Natural Prospects training scheme, recruiting 24 trainees over 4 years and equipping them with the necessary skills, accreditation and support needed to get a job in Birmingham & Black Country's nature conservation sector. The scheme aims to increase the diversity of people working in nature conservation, and will target people from BAME groups, people from economically deprived backgrounds and non-graduates.

Trainees will be employed by the Wildlife Trust for Birmingham and the Black Country, this placement being based at the Trust's Head Office at **Centre of the Earth, 42 Norman Street, Winson Green, B18 7EP** and additional sites across Birmingham and the Black Country.

Trainees will receive work-based training in Community Engagement and events, environmental education and wildplay activities, some practical conservation, shadowing the WTBBC Community Engagement Officers across a range of venues and sites. This will be underpinned by a grounding in health and safety practice, communicating with members of the public and supporting range of community events. All Natural Prospects trainees will receive training in additional skills that are needed to start a career in the urban conservation sector e.g. First Aid at Work and leadership. Trainees will also have a personalised budget enabling them to access specialist training such as Open College Network West Midlands Forest Schools Leader Level 3 Award and be given the opportunity to practice these skills in the work place.

Trainees will be required to keep a portfolio documenting their achievements and progress throughout the year. This will provide the evidence to qualify for a City & Guilds Work-Based Certificate in Workbased Environmental Conservation, demonstrating to future employees that they have the necessary skills, experience and competencies to undertake a practical role in the sector.

Main Objectives

To develop skills and experience needed to begin a career in the urban conservation sector.

Key Responsibilities

- To participate in formal and work based training under the guidance of WTBBC staff members
- To deliver public facing events, environmental education and other activities to engage local communities in their natural heritage
- To carry out day-to-day practical conservation work at Trust nature reserves
- To follow risk assessments and adhere to health and safety requirements and regulations
- To maintain a portfolio of evidence throughout the traineeship, recording all work undertaken in order to achieve the City & Guilds level 2 Work-Based Certificate in Environmental Conservation.
- To support the People and Wildlife team in the delivery of work relating to community engagement, environmental education and health and wellbeing

Other items

- Attend such meetings as may be required
- To work with colleagues and undertake other duties as requested by your line manager to further the organisations strategic goals
- The nature of this post means that occasional out of hours and weekend working will be required, for which time off in lieu will be granted
- To abide by all policies including equal opportunities and health & safety

General Terms and Conditions

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| Payment | £9,000 tax-free bursary paid in monthly instalments. N.B. 10% of bursary will be retained and paid on completion of the City & Guilds award |
| Hours of Work | Full-time: 37.5 hours per week Some weekend and evening work required for which time off in lieu will be granted |
| Duration of post | 12 month placement starting 2nd September 2019 and ending 29th August 2020 |
| Holidays | 25 days plus statutory public holidays |
| Place of work | Based at Centre of the Earth, 42 Norman Street, Winson Green, B187EP , but the trainee will be required to work at other sites including schools and nature reserves across Birmingham and the Black Country |
| Safeguarding | A DBS check will be required as part of this role |

Applications

Deadline for applications is **5pm on Monday 24th June 2019**

Interviews will be held on **Monday 8th July 2019**

Complete the attached application form and returned via email to recruitment@bbcwildlife.org.uk

If you have any queries about this role please contact Jen Jones on 0121 523 0094

Person Specification

| | | Essential | Desirable |
|--------------------------|--|--------------------------|--------------------------|
| Specific Criteria | Must meet one of the following criteria: <ul style="list-style-type: none"> • Living in economically deprived area or receiving benefits, or • No higher education qualifications, or • Black, Asian or Minority Ethnic Background (BAME) | <input type="checkbox"/> | |
| | Minimum age 18 | <input type="checkbox"/> | |
| | Ability to travel to locations where traineeships are based | <input type="checkbox"/> | |
| Motivation | Passion for wildlife/conservation and ambition to pursue a career in the land based sector | <input type="checkbox"/> | |
| | Willingness to work towards a qualification and take responsibility for learning and development | <input type="checkbox"/> | |
| | Self-motivated with ability to use initiative and work independently to achieve personal goals | <input type="checkbox"/> | |
| | An interest and enthusiasm for practical outdoor work, throughout the year | <input type="checkbox"/> | |
| Qualifications | Minimum GCSE/O-level or equivalent level of education | <input type="checkbox"/> | |
| Experience | Experience of participation in related activities, including voluntary roles or Natural Prospects taster days, making positive contributions to local community | <input type="checkbox"/> | |
| | Experience of working with hand and/or power tools | | <input type="checkbox"/> |
| | Applicants are not required to have previous work experience or current employment | | |
| Knowledge | An interest in and appreciation of local wildlife and conservation activities | <input type="checkbox"/> | |
| | Knowledge of Birmingham & Black Country, its people, wildlife and wild spaces | <input type="checkbox"/> | |
| | Ability to undertake and practical work as required | <input type="checkbox"/> | |
| | A good understanding of health and safety and safe working methods when working outside and using tools | <input type="checkbox"/> | |
| Skills | Excellent time keeping | <input type="checkbox"/> | |
| | Able to prioritise and organise time and resources effectively | <input type="checkbox"/> | |
| | An ability to inspire and enthuse others | <input type="checkbox"/> | |
| | Full clean UK driving license | | <input type="checkbox"/> |
| Work with others | Team player, keen to engage or lead others in wildlife conservation work. | <input type="checkbox"/> | |
| | An understanding and commitment to equal opportunities | <input type="checkbox"/> | |
| Communications | Basic IT and communication skills (Email & Microsoft Office) | <input type="checkbox"/> | |

