

Job Description and Person Specification



Job Title: COMMUNITY RANGER

Role Profile:

To lead, deliver and support the management of a wide range of community-based conservation projects engaging a broad range of stakeholders.

About the role.

As a Chiltern Ranger, your role is to deliver practical conservation-based projects with the help of the local community. Chiltern Rangers aim to engage and inspire a wide range people and organisations including schools, businesses, faith groups, uniformed groups, local authorities and the local community in general.

It's about getting people of all ages and abilities to take part and hopefully come back for more! We aspire to be truly representative of the local community for people of all social and economic demographics. It is important our team welcome and inspire and include everyone through fun, impactful projects.

In partnership with the community, you will deliver a variety of conservation and educational projects. These will be almost as variable as your volunteers. You will help with the management of a variety of Chiltern habitats including woodlands, farmland, chalk grasslands and chalk streams but will also work on urban community green spaces such as parks, school grounds & housing estates. You will deliver a wide variety of tasks including: scrub clearance, woodland thinning, footpath work, tree & hedgerow planting, litter clearance, grass cutting, creating wildlife friendly community gardens, forest school work, guided walks and much more.

The role will involve elements of project management; contributing towards work schedules, site management plans, working in partnership with other conservation organisations, helping to recruit & retain individual volunteers and community groups and monitoring project delivery aims & budgets where appropriate.

About you

To succeed in this role in our team, you will be excellent at working with people and will need to transmit your passion for place and wildlife to both new and existing volunteers.

You will be able to communicate clearly with people of all ages from a range of backgrounds including those with learning difficulties.

Part of the role involves working with young people from reception age upwards through a mixture of Forest Ranger sessions both in and out of school and youth groups.

You will be experienced and confident in carrying out a range of practical, physical conservation tasks from scrub cutting, hedge laying and tree felling to creating raised beds, bird feeder stations and bird boxes.

As a person of integrity and reliability, you will demonstrate a positive, inspiring and 'can do' approach to the role. You will also need to be resilient and innovative as engaging with and recruiting volunteers takes dedication, time and effort to build relationships and trust.

Line Manager: Operations Director, Chiltern Rangers	Location: Chiltern Rangers, High Wycombe Buckinghamshire
Salary: £22,650	Full Time/Part Time: Full time
Working hours: 37.5 hours per week	Length of term: Permanent

Responsibilities:

You will be responsible for ensuring that the sites you work on are positively managed for biodiversity and the communities engaged see a positive outcome for themselves and those that live and work there. You will support Chiltern Rangers to lead and deliver projects on time, safely and within budget.

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Qualifications

Essential

- Driving licence (full & clean)
- Safe use of brush cutter & trimmers
- Chainsaw CS30 & 31 or equivalent

Desirable

- Trained in safe use of wood chipper, mowers, winches and trailer towing,
- Pesticides qualification (PA1 & PA6)
- Minibus driving qualification (MiDAS)
- Forest School Level 3 Qualification
- First Aid at Work

Knowledge, Skills and Experience

Practical and conservation

Essential

- A wide ranging experience of working with volunteers
- Experience of working with people with a wide range of abilities.
- Positive, 'can do' approach to life.
- Passion for delivering place-based change for people, the environment & wildlife.
- A leader and team player who is happy directing volunteers and staff when needed but who is also happy to work in a supporting role.
- Minimum 2 years of experience of chainsaw use and delivering a wide range of practical conservation tasks.
- Understanding of Buckinghamshire & Chilterns landscape and habitat types and their wildlife.
- Broad knowledge of practical management techniques
- Good tea maker - volunteers run on tea!

Desirable

- Off road driving experience
- Species identification and surveying techniques

Administration and organisation

Essential:

- Good IT skills (Office) and a good working knowledge of social media
- Good organisation skills
- Excellent communication & presentation skills
- Flexible, determined and resilient

Desirable:

- A working knowledge/some experience in the use of databases
- Experience of developing and/or delivering large partnership projects
- Good marketing skills & experience.
- Experience of recruiting, supporting and developing volunteers.

Other Requirements

- Attendance will be required at occasional evening meetings and delivering sessions at weekends. No overtime is payable but time off in lieu will be given.
- The post holder must be able to visit sites across all parts of the Chilterns and will be given the use of a Chiltern Rangers vehicle.

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Rehabilitation of Offenders Act

“This organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment”

This post is exempt from the Rehabilitation of Offenders Act 1974. Applicants are therefore not entitled to withhold information about convictions, which for other purposes are ‘spent’ under the provision of the Act.

We are committed to carefully screening all applicants who will work with children, young people and adults with care and support needs. All applicants will be expected to undertake employment checks, a Disclosure & Barring Service check and provide previous employment references.

Safeguarding

Employee

We expect all employees to carry out all duties with an awareness and understanding of the Safeguarding requirements within the area of responsibility. Work complies with all safeguarding policies and procedures that apply to the role. Behaviours and actions support the safeguarding of children, young people or adults with care and support needs as appropriate.

Manager

Managers will ensure the necessary standards relating to safeguarding best practices/protocols are effectively communicated, monitored and maintained within the area of responsibility. Manage and update the standards as appropriate to the role. Safeguarding standards are monitored and maintained in compliance with organisational policy. Appropriate safeguarding training is provided and standards are reviewed and updated as required.

Senior Managers

Senior Managers will ensure organisational safeguarding strategies reflect statutory requirements and best practice. Ensure these are understood and implemented within the area of responsibility. There is a proactive and positive Safeguarding Culture. The organisation meets its statutory Safeguarding requirements. Strategic risks are effectively managed.