Job Description and Person Specification

Job Title: ASSISTANT RANGER

Role Profile:
To deliver and support the management of a wide range of community based conservation projects engaging a broad range of stakeholders

About the role:
Your role is to assist the Ranger team in the delivery of practical based environmental 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 in looking after the local environment, having fun and hopefully come back for more! Chiltern Rangers aim to be truly representative of the local community and become relevant, welcoming and enjoyable to and for people of all social and economic demographics.
As part of our team and with the help of the community, you will assist in the delivery of a variety of conservation and environmental 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, Chalk Grasslands and Chalk Streams but will also work on urban parks, school grounds, housing estates, farmland and more. Tasks include delivering a wide variety of activities such as scrub clearance, woodland thinning, hedge laying, tree planting, footpath work, litter clearance, grass cutting, creating wildlife friendly community gardens, forest school work, guided walks and much more.
The role will involve elements of project monitoring; ensuring that what you've done, who you've done it with and how long it took are all inputted in to the system.

About you:
To succeed in this role 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 from a range of backgrounds including those with learning difficulties.

You will have some experience in carrying out a range of practical, physical conservation tasks from scrub cutting and tree felling to creating raised beds, bird feeder stations and bird boxes. You will be Flexible, determined and resilient and demonstrate a positive, inspiring and 'can do' approach to the role. Crucially you will be willing to learn and develop your skills and knowledge base.

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 staff to deliver projects on time, safely and within budget.

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Qualifications

Essential

- Driving license (full & clean)

Desirable

- Training and safe use of brush cutter & strimmers
- Chainsaw CS30 & 31 or equivalent
- PA1 & PA6 Safe Use of Pesticides
- Trained in safe use of wood chipper, mowers and trailer towing,
- Minibus driving qualification (MiDAS)
- Forest School Level 3 Qualification
- First Aid at Work

Knowledge, Skills and Experience

People

Essential:

- Experience of working with volunteers
- Experience of working with people with a range of abilities.
- Positive, 'can do' approach to problem solving.
- A team player who is keen to support other staff members and volunteers

Practical and conservation

Essential:

- Min 1 year experience of delivering a range of practical conservation tasks
- Understanding of Buckinghamshire landscape and habitat types
- Driving license (full & clean)
- Good tea maker - volunteers run on tea!
- Knowledge of practical management techniques

Desirable:

- Species identification and surveying techniques
- Off road driving experience

Skills and Experience - Administration and organisation

Essential:

- Good IT skills (Office) and a good working knowledge of social media
- Good organisation skills
- Good communication skills

Desirable:

- A working knowledge/some experience in the use of databases
- Experience in managing projects
- Good marketing skills & experience.

Other Requirements

- Attendance will be required at occasional evening meetings and at weekends. No overtime is payable but time off in lieu can be taken.

- 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.