



Job Description

Trainee Keeper

Grade: 4

Directorate: Operations

Location: WWT Arundel Wetland Centre

Reporting to: Living Collection & Grounds Manager

Main function of post: To be part of a team delivering the highest standards of welfare and care in accordance with Zoo licensing regulations, WWT policies and procedures delivering the Arundel Wetland Centre collection plan.

Supervisory responsibilities: Volunteers, placements and students.

Main duties of the post

1. To ensure that all animal husbandry and animal health care practices are in keeping with the UK Government's Modern Standards for Zoo Practice and the zoo licensing act 1981.
2. To support the development and implementation of Arundel Wetland Centre's Animal Collection Plan.
3. To assist with animal control in collection areas, in accordance with legal & WWT guidelines.
4. Assist with checking and maintaining all boundaries and electric fences.
5. As part of the team to maintain exhibit to a high standard i.e. mowing, hedge cutting, bank repairs, winter hide weekly works, leaf clearing etc.
6. To work alongside volunteers and placements encouraging, developing and supporting them in their work for WWT, ensuring that they have a positive volunteering experience.
7. To be responsible for working within the WWT health and safety policy and guidelines ensuring that the health, safety and wellbeing of yourself and others is an integral part of how you work.
8. To be responsible for engaging with the WWT Sustainability Statement being aware of negative environmental impacts and incorporating sustainable ways of working within your role.
9. To ensure personal compliance with WWT's agreed corporate identity. This to include uniform as well as printed material.

10. To interact with our visitors and supporters in a positive way, shaping unforgettable experiences and helping them understand and connect to wetlands.

In addition to the duties and responsibilities listed, the post holder is required to perform any other reasonable duties that may be assigned by the supervisor shown above, from time to time.

Date raised: July 2019

Amended: May 2023

Person Specification

1. Qualifications

Essential:

- Good basic education to GCSE standard or equivalent, including English and Mathematics.
- Full current driving licence.

Desirable:

- A National Certificate or Diploma in Animal Care.
- LANTRA Tractor or Brush cutter certified.

2. Experience

Essential:

- Experience of working with birds.
- Experience of working in visitor services environment.

Desirable:

- Experience of record keeping.
- Experience of public speaking.
- Good IT skills including MS Excel, Outlook & word.
- Prior experience of using horticultural machinery such as tractors, strimmers, mowers etc.

3. Managerial & Supervisory

Essential:

- None

Type of staff	Number managed	Number supervised
Employed Staff	0	0
Volunteers / Casual Workers	0	0
Contractors	0	0

4. Responsibility

Essential:

- Ability to work independently under general work instructions.
- Ability to adhere to Health and Safety regulations to ensure the safety and welfare of colleagues and visitors
- Ability to adhere to the animal husbandry and animal health care practices in keeping with the UK Government's Modern Standards for Zoo Practice and the zoo licensing act 1981.

5. Creative Ability

Essential:

- To assist in ensuring public facing areas are suitably maintained for public viewing.
- Ability to use initiative and prioritise tasks

Desirable:

- The ability to originate ideas where creativity is required.

5. Contact

Essential:

- Excellent communication skills.
- Ability to engage with members of the public to convey key messages regarding the importance of wetlands

Desirable:

- Experience of giving presentations.
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