

# **Job Description**

Living Collections Placement **Grade:** 3

**Directorate:** Operations  **Location:** This placement is offered at the following WWT Wetland Sites:

 Arundel

 London

 Slimbridge

 More information on each site is available at [www.wwt.org.uk/placements](http://www.wwt.org.uk/placements).

**Reporting to:** Living Collections Manager on Site

**Overview:**

We’re WWT, the charity for wetlands and wildlife. We’re on a mission to restore wetlands because they are a wondrous solution to the problems our world faces. Together we will unlock their power – and help nature burst back to life. Because when wetlands flourish all life will flourish.

At WWT our people are instrumental, and we want to inspire future conservationists to help lead the way. This learning and development placement is designed to provide experience and skills development in the following areas:

* Practical animal care experience, in a wetland setting
* Experience of the workplace
* Wetland conservation.

You’ll work within the Living Collections team, developing practical animal care experience, and animal behavior and welfare knowledge. The role will involve the day to day care of the animals in the collection, of rare and endangered species from around the world, including grebes, sea ducks, waders, geese, swans and pelicans. You’ll maintain and develop exhibits within the site, in order to improve welfare standards for our animals, and enhance the visitor experience, developing communication and presentation skills. As part of a BIAZA member zoological collection, this role is a great opportunity for someone looking for experience in animal or conservation based roles.

This role is a 12-month fixed term contract.

**Supervisory responsibilities:** None

## Responsibilities of the post

**To achieve the main function of the post as set out above the post-holder will be;**

1. Daily feed presentation, feeding routines and creating animal enrichment.
2. Cleaning animal houses, enclosures, rearing facilities, and ponds, ensuring they are in good repair.
3. Undertaking animal census and recording of daily routines.
4. Enclosure and pond maintenance.
5. Vegetation management within enclosures and public areas,
6. Maintaining and improving fence lines, shelters and buildings.
7. Conducting public feeds, talks and guided tours.
8. Interacting with visitors to provide excellent customer service.
9. Assisting with animal handling, health checks and medication.
10. Helping during the breeding season within a controlled breeding plan – nest box management, incubator operation and animal rearing.
11. Record keeping and welfare reporting.
12. Assisting with pest management protocols and camera trap data.
13. If you are required to carry out your own research project as part of your qualification, you will be supported to do so.

**Working with Volunteers**

1. To work alongside volunteers encouraging, developing and supporting them in their work for WWT, ensuring that they have a positive volunteering experience.

**Health and Safety:**

1. 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.

**Sustainability:**

1. 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.

**Visitors and Supporters:**

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

**Dealing with personal and financial data:**

1. To ensure that in the course of your work you adhere to the WWT Data Protection policy and standards.

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: Amended:**

## Person Specification

### 1. Qualifications

#### Essential:

* Studying a relevant course which requires, or allows, a one-year practical placement or recently completed a relevant course. Please note that this training placement is targeted at, and designed for, students, however, it is not essential that you are a current student.

### 2. Experience and Skills

#### Desirable:

* Interested in practical animal care, with some experience of a similar role.
* Able to work in a team of staff and volunteers, and demonstrate good people skills.
* Proactive and able to carry out tasks with a minimum of supervision or independently under direction.
* Ability to follow instructions and safely complete activities.
* Public speaking skills.
* Ability to work outdoors in all weathers.
* Driving licence

### 3. Managerial & Supervisory

* This post will have no managerial or supervisory requirements.

### 4. Responsibility

#### Desirable:

* Excellent self-management skills with ability to work independently, using own initiative and being flexible and adaptable.

**General Notes**

This role is full-time (10 days out of 14) and will include weekends and public holidays, as required.