



## Job Description

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### Reserve Warden

**Grade:** 6

**Directorate:** Operations

**Location:** WWT Martin Mere Wetland Centre

**Reporting to:** Reserve Manager

**Main function of post:** To assist in the management of the wide variety of wetland habitats at WWT Martin Mere. Be competent in the identification of a wide variety of wetland species and engage with visitors, inspiring them about wildlife and nature through your enthusiasm and knowledge.

**Supervisory responsibilities:** Volunteers

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### Responsibilities of the post

1. Assist with practical wetland habitat management in line with agreed procedures and guidelines as set out in the site's conservation management plan. The main wetland habitats at Martin Mere are lowland wet grassland, reedbed and wet woodland and we manage these for a wide variety of internationally important wetland species.
2. The role involves assisting with the collection and recording of a broad range of wetland species through various survey methods. These include Wetland Bird Surveys (WeBS), Breeding Bird Surveys (BBS), and Nest Recording, as well as conducting Dawn and Dusk Roost Counts. Additionally, the position requires participation in Butterfly Transects, Dragonfly Surveys, and Moth Trapping sessions. The collection and recording efforts also extend to water vole surveys, mapping plant extent, and undertaking National Vegetation Classification (NVC) assessments.
3. Assist in the engagement strategy by leading guided walks, assisting at events and delivering inspiring engagement activities for our visitors across different media shaping unforgettable experiences and helping them understand and connect to wetlands.
4. Assisting with the management of our herd of English Longhorn Cattle which includes calving, veterinary treatments, livestock checking and handling ensuring their welfare. This kind of

management requires attention to detail, knowledge of cattle health and behavior, and the ability to work efficiently as part of a team.

5. Assist in the effective communication of WWT's conservation messages by providing and updating information on wildlife & conservation highlights via a range of media in accordance with WWT policy
6. Assist in the safety checks and maintenance of site infrastructure including paths, hides, fencing, water level control structures and interpretation.
7. To work alongside our passionate reserve volunteers and experienced guide in the hides encouraging, developing and supporting them in their work for WWT, ensuring that they have a positive volunteering experience.
8. Operate machinery with proper regard to safety regulations in accordance with WWT's Health & Safety procedures. Using all tools safely and correctly. 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.
9. To assist the Reserve Manager with contractors and supervise when required.
10. 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.
11. 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.

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**Date raised:**

**Amended: Feb 2025**

# Person Specification

## 1. Qualifications

### ***Essential:***

- Good general education to A-level standard or equivalent
- Current full driving licence

### ***Desirable:***

- Higher education qualification in a natural science or other appropriate subject.
- Tractor, brushcutters, chainsaw, pesticide, 4x4, ATV (sit inside) certificates.

## 2. Experience

### ***Essential:***

- Practical habitat management skills ideally in a wetland setting. Examples – Grassland cutting, water control, reedbed management, scrub cutting, woodland management.
- Use of a wide range of hand tools
- A wide variety of wildlife and habitat surveys
- Working with livestock
- Interpersonal/communication skills and experience of working with the general public.
- Using IT skills and competent in Microsoft office programs
- Leading and working with volunteers

### ***Desirable:***

- Use of certified machinery eg tractor, chainsaw, brushcutter
- Cattle handling experience
- Good bird identification skills and experience with the following surveys: NVC, Butterfly surveys, Moth trapping, Dragonfly transects, BBS, WeBS, water vole surveys and bat survey.
- Working with contractors
- Leading guided walks and events

## 3. Managerial & Supervisory

### ***Essential:***

- Ability to manage volunteers.
- Ability to assist and supervise contractors.
- Ability to work to agreed health and safety procedures.

Type of team member	Number managed (No. of direct reports)	Number supervised
Employed staff	0	0
Volunteers	0	Up to 15
Casual Workers	0	0

## 4. Responsibility

### *Essential:*

- Assist the Reserve Manager with the management of the reserve.
- Responsible for the safe use of tools, machinery and equipment and their maintenance.
- Assist with species records, biological databases and dissemination of data to appropriate authorities.
- Ability to work unsupervised and make informed decisions.
- Problem solving.

### *Levels of Responsibility:*

Type of Responsibility	Level (£'s)
Budget Responsibility	£0
Income	£0
Assets (required for job, exc. buildings)	£70,000
Visitors (number per annum)	100,000

## 5. Creative Ability

### *Essential:*

- Ability to provide a creative and proactive approach to the job.
- Ability to inspire and engage including communicating key organisational messages.
- Ability to collect and record data in a manner appropriate to its purpose.

## 6. Contact

***Essential:***

- Contact with other departments and other organisations/public is a routine aspect of the job
  - Ability to engage with the public and to share conservation messages.
  - Ability to be a team player working well with different departments at Martin Mere, collaborating with HQ colleagues and external stakeholders
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**General Notes**

This position will require work during evenings, weekends and public holidays to meet the needs of the post.

Whilst this post is based at WWT Martin Mere, a willingness to travel from time to time as required.