



## Job Description

<b>Job Title:</b>	Assistant Warden Apprentice
<b>Hours:</b>	35 hours per week (8am-4pm Monday – Friday)
<b>Location of job:</b>	Earth Trust, Little Wittenham, Oxfordshire OX14 4QZ
<b>Reports To:</b>	Senior Warden
<b>Key Relationships:</b>	Land Management team, Earth Trust volunteers
<b>Term:</b>	18 months

### Main Purpose

The Earth Trust Farm is a mixed farm comprising of 190ha of arable land, 160ha of grassland (almost two thirds of which are species rich wildflower meadows) and 135ha of woodland (including Little Wittenham Wood SSSI/SAC and Paradise Wood, national research woodland). The farm is also home to significant wetland habitats including the [River of Life](#) wetland site on the banks of the Thames and woodland ponds which support a large population of Great Crested Newts. At the heart of the farm lies the Wittenham Clumps, a local landmark which attracts over 150,000 visits per year. The farm is managed to explore and demonstrate a model of land management which is productive and economically viable whilst also maximising the potential for wildlife and providing public access. Based in the Earth Trust's Land Management Team, the Land Management Apprentice will learn about and assist in the practical delivery of tasks related to conservation, access, public engagement, research and surveying and general land management. This role provides an opportunity for a person to acquire a wide range of skills and experience in countryside management. The Earth Trust provides a unique opportunity to work in a charity that strives to manage its land in a sustainable way that brings together economic imperatives with social demands whilst ensuring that wildlife is not only protected but thrives.

### Specific Duties

- a) To carry out a range of practical land management tasks on both the Earth Trust site and the Community Reserves.
- b) To provide support in the running of the weekly volunteer groups (Monday, Wednesday & Friday).
- c) To provide support in the running of corporate away days.
- d) To carry out wardening duties on the Trust's sites – litter picking, identifying work that needs to be done, updating signs, restocking leaflets, and talking to visitors.
- e) To provide support to the Communications & Engagement Team in the organisation and running of events and courses.

- f) To assist with the daily loading of the big bale boiler (winter only).
- g) To assist with field work and maintenance of research woodlands.
- h) Deliver a year-long project drawn from a list of priority initiatives that the Trust has identified.
- i) Under the guidance of the Land Management team - undertake conservation surveying on Earth Trust sites, as required.
- j) Where possible, undertake short placements with Farm Step tenants to gain wider land management skills in such areas of work as livestock husbandry and horticulture.

In delivering the above, the Land Management Apprentice would be expected to have regard to the following: -

- a) Working according to Earth Trust policies and procedures, especially those relating to Health and Safety;
- b) Portraying the Earth Trust and its mission in a positive light in all job related dealings and working relationships;
- c) Obtaining professional and personal development training according to Trust policy and in consultation with their line manager;
- d) The need to carry out any other relevant tasks which their line manager can reasonably ask from time to time.

### Person Specification

<b>Essential</b>	<b>Desirable</b>
<p><u>Personal Qualities</u></p> <ul style="list-style-type: none"> <li>• A strong interest in sustainable farming and conservation.</li> <li>• A willingness to take part in the full range of estate and farming tasks carried out by the Land Management Team.</li> <li>• The ability to work to a set of policies and standards, especially relating to health and safety.</li> <li>• The ability to work in a team and also on own initiative.</li> <li>• Approachable, friendly and a good communicator who is polite and courteous when working with members of the team, volunteers and visitors.</li> <li>• Pro-active, flexible, enthusiastic and committed to getting things done.</li> <li>• Ambitious to learn and to communicate about the work of the Earth Trust.</li> <li>• Willingness to work some weekends.</li> <li>• Willingness to work in all weathers.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of practical work outdoors.</li> <li>• Experience of working with volunteers.</li> </ul>
<p><u>Education/Qualifications</u></p> <ul style="list-style-type: none"> <li>• Full driving licence</li> </ul>	<ul style="list-style-type: none"> <li>• Practical qualifications E.g. Chainsaw, trailer.</li> <li>• Level 4 English &amp; Maths (Grade C equivalent).</li> </ul>