



The Wildlife Trust for
**Lancashire
Manchester &
North Merseyside**

Recruitment Pack



About us

We're one of 47 Wildlife Trusts spread across the UK, the Isle of Man and Alderney.

The Wildlife Trust for Lancashire, Manchester and North Merseyside (LWT) was founded in 1962 by people who knew they needed to take action for nature. Since then we have grown to be the largest nature conservation body in the area.

We are uniquely positioned to lead change in our region, working at a grass roots, local level, whilst also being part of a strong cohesive national movement. We work to protect wild spaces, and re-introduce key species and habitats, protecting the biodiversity of our area so that nature can recover.

At LWT we believe that:

- Wildlife has intrinsic value, bringing colour, beauty and wonder to all our lives.
- The natural environment is under immense and growing threat, where we live and across the world.
- We are part of the natural world, and wildlife is relevant to every part of our lives; everything we do has an impact on it, and the natural environment affects our health, our wealth and our state of mind.
- Everyone can make a positive contribution to wildlife and can benefit from it.



Our Mission

- Enable wildlife's recovery in our area by working in partnership with others to conserve, restore, create and connect habitats and to increase species abundance;
- Connect people with nature and help them to take action for wildlife, wherever they are.

Our Vision

- Nature is recovering on a grand scale across Lancashire, Manchester and North Merseyside, and in our sea, and that everyone is able to enjoy our increasingly abundant wildlife.

Our Work

Our core conservation work includes land management, advocacy for the natural world with key decision-makers, species re-introduction, protecting threatened species and collecting essential scientific data. We do this on land and at sea to secure a brighter future for both wildlife and wild places across our region.

We work all over our area with schools, colleges and community groups, running inspiring sessions covering everything from Forest School and orienteering, to Wild Family and Nature Tots sessions.

We believe that wildlife and nature have the power to instill confidence, heal the mind and help people meet their potential, which is why we champion a number of ecotherapy-based projects for both children and adults and the positive impacts to date have been phenomenal.

Find out more: www.lancswt.org.uk/our-work

Our Nature Reserves

We have saved many special places, acquiring and managing many of them as nature reserves.

We look after 50 sites (including 42 of our own nature reserves), and a total of around 1,300 hectares of habitat, creating a network where people and wildlife can thrive, on your doorstep.

We believe that limited mobility shouldn't mean missing out on wildlife. Many of our reserves have accessible paths and boardwalks, disabled facilities and accessible bird hides, so people can fully immerse themselves in the great outdoors and discover the wonderful wildlife that lives on our doorstep.

We also have 6 offices based across Greater Manchester, North Merseyside, West Lancashire, East Lancashire and North Lancashire. Our Head Office is based on the outskirts of Preston.



Strategic Goals by 2030

- Nature is in recovery with abundant, diverse wildlife and natural processes creating wilder land and seascapes where people and nature thrive.

30% of land and sea is in recovery.

- People are better connected to nature in their lives and more are taking purposeful action for wildlife.

1 in 4 people are taking action for nature.

- We have the financial and human resources, systems and skills that we need to improve our impact for nature's recovery.

LWT will be bigger, better and more joined up.

Our Strategy

Defend wildlife and wild places

We will stand up for the environment and protect wild spaces, enhancing them for both people and wildlife. We will encourage biodiversity, and work with land owners and other organisations in partnership, to create a network of habitats across our region where people and wildlife can thrive.

Inspire people to take action for their local wildlife

We will inspire people to enjoy and protect the wildlife and wild spaces on their doorstep. We will help people learn how to live more sustainably, and demonstrate the benefits of nature to their health and wellbeing. We will engage people of all ages, from all communities to take action for wildlife and we will foster the environmental leaders of the future.

Base our work on sound evidence

We will use evidence from sound science and research to further ecological understanding and demonstrate the needs, benefits and outcomes of nature conservation. We will use this evidence to focus our efforts on the areas most in need of protecting and champion those species that need a helping hand.

Our Impact

- Our education team and project officers engage more than **20,000** children in wildlife-related activities.
- On average every **10 miles** you travel in the region means you will pass a Wildlife Trust project.
- More than **30,000** members support the Wildlife Trust in the region and 800,000 across the UK.
- More than **5,000** people a year take part in walks and other events on our reserves.
- We have over **1,200** dedicated volunteers supporting us on a regular basis, with their time, skills and experience.
- Our reserves cover more than **1,300** hectares across the region.
- We own or manage **42** nature reserves in the region.



Our Culture

We foster a creative environment where new ideas can flourish. Our team members take pride in personal responsibility, striving for excellence in everything they do. Success in our organisation comes from a commitment to outstanding results, alongside a dedication to building strong, meaningful relationships - both within our team and with our external partners.

We promote a culture where our staff, trustees and volunteers are Wild About Inclusion, where difference is celebrated, everyone can be themselves, feel respected and able to contribute to their full potential.

What does an LWT team member look like?

Integrity

Acting in the best interest of LWT and honouring our scientific foundations in every activity. Our approach is built on honesty, respect, and a commitment to the core objectives of the charity, as well as the wishes of our members and funders.

Teamwork

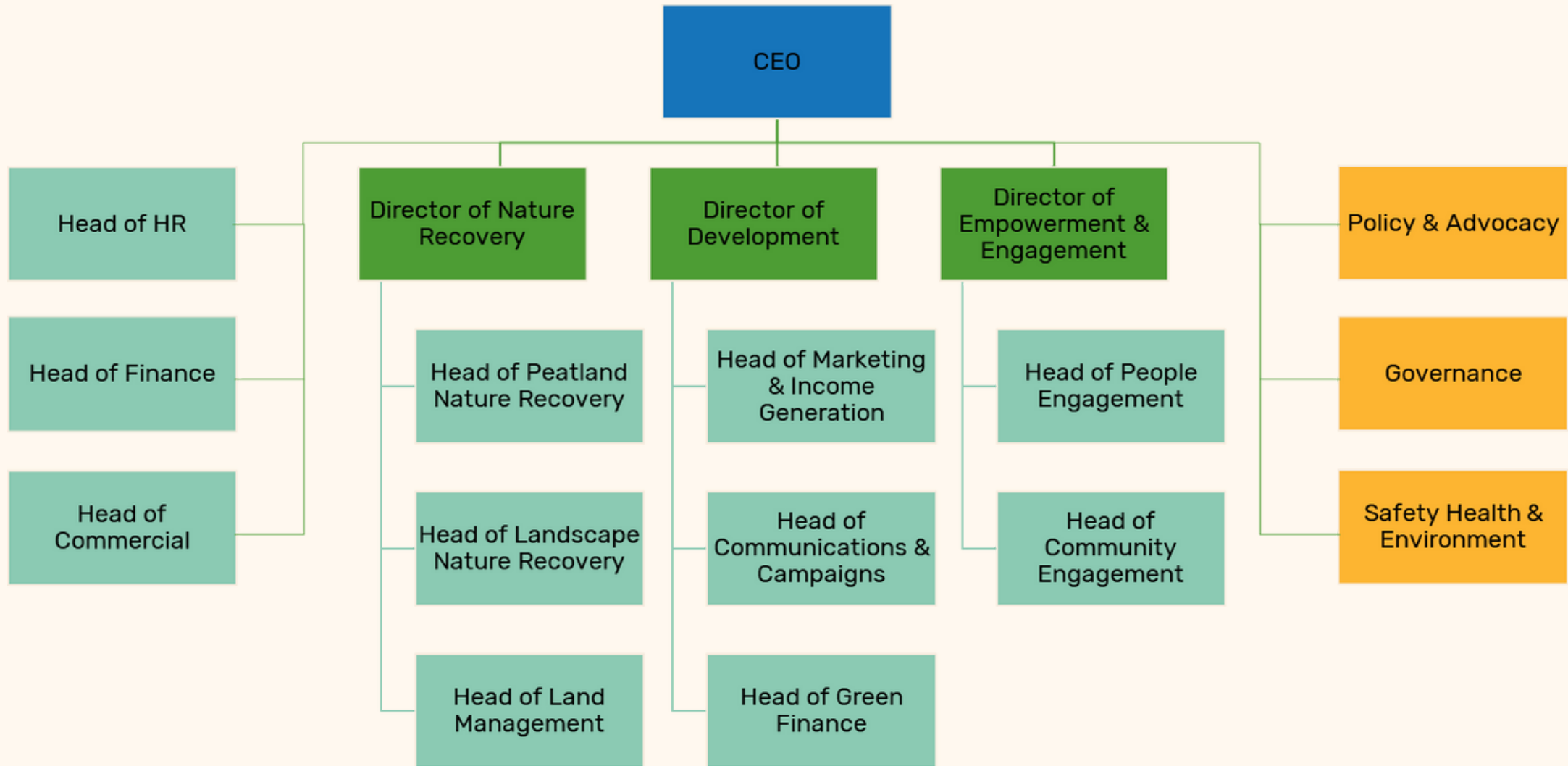
We foster a friendly, welcoming atmosphere where everyone is treated with respect and courtesy. We believe in the strength of our unity as one big team. Always ready to roll up our sleeves and help wherever it's most needed, regardless of the role.

Passion

Passion drives every LWT team member. Whether it's a love for wildlife, a desire to make a meaningful difference, or a commitment to inspire others, passion is at the heart of everything we do - and we have it in abundance!



Our Organisation



About the project

The Wildlife Trust for Lancashire, Manchester & North Merseyside runs and supports a number of projects working to engage people with nature. The disconnection people have faced from nature and each other, with technological advancements and changes in lifestyles, have simultaneously contributed to the nature and climate crisis, alongside our growing mental health crisis. Over the last decade it has become increasingly recognised that people need nature, as much as nature needs people. People's and nature's recovery are intrinsically linked.

For decades Lancashire Wildlife Trust have been delivering programmes that work at the heart of communities to provide more opportunities for people to connect with their local nature, and find their role in ensuring nature's recovery. Engagement ranges from community events and activities, to green social prescribing, from training and employability programmes bringing people together to improve local greenspaces for wildlife. We actively seek to bring the passion and experience of the Wildlife Trust to the heart of communities, especially taking the time to reach new audiences.

'Championing Nature' is a project that seeks to bring communities together to drive local nature recovery. With a focus on reaching out to Children, Young People and Families we are seeking to give a voice and practical experience to a whole new generation. Based in Wythenshawe, the project aims to empower individuals and communities to reconnect with nature through conservation, education, and engagement activities. By fostering a shared sense of responsibility for green spaces, the initiative seeks to create lasting benefits for both people and wildlife.

Job Description

Post Title:

Engagement and Wellbeing Officer

Responsible to:

Community Engagement Manager
(Greater Manchester)

Location:

Bolton Environmental Centre, Bury Rd,
Bolton BL2 6DH.

The position will also include regular travel to Wythenshawe and wider LWT geography with the opportunity for hybrid working, as the role requires.

Hours of Work:

21 hours per week

Salary:

£16,252.20 per annum

Duration of post:

Permanent

Other:

All candidates must have the Right to Work in the UK.

A DBS check will be required for this role.

PURPOSE OF POST

The purpose of this role is to support nature recovery in Wythenshawe and across Greater Manchester by engaging communities who are often underrepresented in conversations about conservation and environmental action. As part of the Championing Nature project (made possible by Wimbledon and Emirates), the postholder will work closely with our Urban Nature Team and Education Team, to help achieve local and regional nature recovery goals, recognising that restoring and protecting nature-rich landscapes is not something we can do alone. True success relies on building meaningful, long-term relationships with communities and empowering people to be part of the solution.

Working as part of our Engagement and Wellbeing team the post holder will support communities to connect with the project, develop plans, and be part of practical delivery. Including four seasonal community events. Being embedded within local communities enables the opportunity to understand the challenges people face and develop an exciting, relevant, and innovative programme of activities with the communities of Wythenshawe. Across the Championing Nature project all activity will both support engagement, whilst directly improving green and blue corridors, and key sites, to improve habitats for species.

The role requires a person who is confident in their ability to lead practical environmental activities working with a wide range of abilities, confidence, and experience levels. This could include people who may be experiencing poor mental health and wellbeing. The Championing Nature project is focused on engaging with children, Young People and families. As part of the wider activity programme the post holder will need to be confident working across all age groups.

KEY ROLES AND RESPONSIBILITIES

- Provide opportunities for the community to shape the championing nature project, by facilitating community listening events, alongside taking opportunities for community listening in less formal, innovative ways including working with partners, local organisations and existing services.
- Use information gathered from community listening, to develop and deliver a range of opportunities which inspire, inform and give communities the confidence to take action for nature, such as leading/signposting to volunteering opportunities, citizen science surveys, events, campaigns, training and self-led resources.
- Work as part of a wider team to plan and deliver one off large, seasonal events for local families which celebrate the spectacular wildlife the area is home to and how individuals can help restore nature on their doorstep.
- Be an active member of the Engagement and Wellbeing team, advocating for the importance of a connection to nature for our wellbeing across Greater Manchester and LWT geography. This will include facilitating wellbeing focused nature-based activity to a wide range of audiences.
- Up to date community mapping of key services, organisations and stakeholders.
- Plan and deliver community listening/conversation opportunities working with partners to reach a diverse audience, representative of demographic of the area.

- Collate and review community listening/conversation data to pull out key information and themes to be shared with wider LWT teams to inform the development of the Championing Nature project and wider LWT work.
- Organise and deliver a full and inspiring nature recovery – key species focused activity programme, to connect people (focus on young people) to their community and nature. This will include a wide range of engagement opportunities potentially ranging from training to wellbeing focussed activities, for example, introducing the 5 ways to wellbeing.
- Run, and train volunteers and members of the public, to carry out citizen science surveys alongside other skills that will help to collect vital data on the recovery of wildlife locally.
- Network and seek collaboration (where appropriate) with partners, including local authority, NHS, community groups, housing, schools, youth groups and other charities (both environmental and non-environmental).
- Collaborate with colleagues working on the Championing Nature project to plan and facilitate seasonal, key species themed, large outdoor events in local greenspaces.
- Collaborate with local stakeholders to ensure large seasonal events ‘heartbeat moments’ are representative of local communities and LWT are supporting other nature based groups in the area.
- Give talks and presentations to promote the work and aims of Championing Nature and the wider Engagement and Wellbeing team.
- Support with the management of entry level officers and volunteers who may assist with activities and take the lead in running activities (where appropriate).
- Supply regular information to the Communications Officer for social media (Facebook, Twitter and Instagram) and also directly contribute towards content on LWT social media channels.
- Complete all programme reporting specific to your role as required in a timely fashion.
- Gather case studies, including photos and videos for promotional and monitoring purposes, as well as feedback and evidence of impact for evaluation purposes.
- Liaise with the project Communications Officer to work on press releases – primarily for local press and media such as radio and TV interviews.
- Help to keep the project webpages up to date by providing content.
- Maintain good relationships and communicate regularly with other colleagues who both on the Championing Nature project and the wider Engagement and Wellbeing team.

Person Specification

EXPERIENCE

Essential

- Experience of working in the community engagement field and inspiring and empowering others
- Experience of organising, co-ordinating and delivering event and activity programmes to a wide range of audiences, including young people.
- Experience of working with community groups and partners

Desirable

- Experience of delivering, environmental/conservation based activities
- Experience of creating promotional materials using social media and other digital apps such as Canva.
- Experience of managing and supporting volunteers
- Experience of developing programmes of activity designed by or in collaboration with participants
- Experience of organising and delivering environmentally based activities or tasks that have involved people who are experiencing loneliness and isolation, and/ or poor mental health and wellbeing
- Experience of planning and running multi stakeholder outdoor events with attendee capacity over 1000.
- Experience of supporting volunteer-based/citizen science survey programmes and practical conservation sectors.

KNOWLEDGE

Essential

- Practical knowledge of conservation and activities to support healthy green spaces
- A good understanding of health and safety issues (including risk assessments)

Desirable

- An up to date and practical knowledge of different habitats and species and survey techniques
- Knowledge of loneliness and isolation, mental health issues, therapies to address these issues, and the range of services available for people experiencing social isolation and poor mental health and wellbeing
- Project monitoring and evaluation techniques
- Knowledge of teaching and learning techniques to engage a range of audiences.
- Knowledge of local communities in Urban Manchester and wider North West.

SKILLS

Essential

- Excellent communication skills, both verbally and in writing, with the ability to speak clearly and confidently to a wide range of audiences, including use of Microsoft Teams and social media.
- Ability to organise and prioritise diverse work programmes effectively, often to tight deadlines, and monitor outcomes.
- Ability to develop, publicise and deliver innovative and exciting environmental awareness events, activities and resources.
- The ability to manage, motivate and influence volunteers and project partners from a variety of sectors.
- Good IT skills with the ability to communicate and promote activities and key messages, as well as preparing concise and effective reports and documents.
- Full clean driving licence with access to a vehicle with insurance for business use.

PERSONAL QUALITIES

Essential

- Ability to work well on own initiative and co-operatively as part of a team.
- Ability to inspire others and generate support, action and empowerment.
- Ability to maintain high levels of professionalism, enthusiasm and motivation of self and others.
- Ability to be innovative, flexible and respond to changing situations and opportunities.
- A positive and mature outlook with the ability to demonstrate tact, diplomacy and integrity.
- Willingness to work outdoors on a range of sites in all weathers and walk reasonable distances when required.
- A strong affinity and passion for nature, and the importance of community engagement to take this work forward.
- Commitment and enthusiasm to the Trust and its work.
- Commitment to the Trusts policy on Equality, Diversity and Inclusion.

General Terms & Conditions

Holidays:	28 days per annum (increasing with length of service), plus bank holidays, pro rata for part-time employees.
Pension:	The Trust contributes to the NEST Pension Scheme. Full details will be provided.
Hours of Work:	Part Time 21 hours per week. Overtime is not paid but time off in lieu may be taken, where appropriate, as the post may involve some evening or weekend work.
Duration of post:	This post is offered on a permanent basis. All new employees undertake a probationary period of 6 months; in which time they are expected to demonstrate their suitability for the post.
Closing Date:	Monday 10th November 2025
Interviews:	Thursday 20th November 2025

To apply for this position you are required to complete an Application Form which can be downloaded from our Website: www.lancswt.org.uk/jobs
Completed applications should be returned to: applications@lancswt.org.uk

Thank you for your interest in working for the Wildlife Trust for Lancashire, Manchester and North Merseyside. We look forward to receiving your application.

TERMS OF REFERENCE

As an inclusive employer, The Wildlife Trusts value diversity and we're committed to creating an inclusive culture where everyone is able to be themselves and to reach their full potential. We actively encourage applications from people of all backgrounds and cultures. We believe that a diverse workforce will help us create our vision of people close to nature, with land and seas rich in wildlife.

To understand how we are performing, we ask that you kindly complete a Diversity Monitoring Form in addition to your application.

Please be assured that your responses are kept confidential, separate from your candidate record, are not part of any application you make, and that the recruiting staff never see individual responses to the questionnaire.

Criteria Common to All Job Descriptions:

A Job Description sets out the purpose of the job, where it fits into the Trust's structure, the context within which the job holder functions and the principal accountabilities of job holders, or the main tasks they have to carry out. It is not a definitive work plan. This document is intended to provide guidance on the scope and function of the job.

Equal Opportunities Statement:

All employees are required to adhere to and promote the principles and operation of the Trust's policies on equalities, to ensure that services provided are relevant to ethnically diverse communities and other disadvantaged groups in the area.

Safety, Health and Environment Statement:

All employees are required to ensure that all duties and responsibilities are discharged in accordance with the Trust's Safety, Health and Environment (SHE) at Work Policy and associated SHE policies and guidelines. They should take reasonable care for their own Health and Safety and that of others who may be affected by what they do or do not do. Staff should correctly use work items provided by the Trust including personal protective equipment in accordance with training or insurance. All members of Trust staff are responsible for informing their line managers of any potential gaps in the current Trust Policy. All employees are responsible for ensuring that the SHE Policy is up to date and continuously reviewed and evaluated.

Performance Review:

All employees will participate in the Trust's Performance Review process. The process aims to ensure that performance standards/targets are jointly agreed between employees and line managers and are achieved within agreed time scales. Failure to maintain an appropriate standard indicated by management can result in Capability proceedings being taken.

Commensurate Statement:

At times, the Post holder will be required to undertake other duties and responsibilities of a similar level and nature in order to support workload peaks and resources and skill shortages, ensuring priorities are met. This will be sensitive to available resources and individual skills and will generally be within the same area.

Adherence to Staff Handbook, Policies and Procedures:

The Trust is a large, diverse charitable organisation and as such needs to ensure that all employees are aware of their obligations to and from the organisation. These are clearly defined in the Staff Intranet and in the policies and procedures adopted by Council as part of the Trust's governance. All Employees have an obligation to read and understand these policies, especially those that are pertinent to this role.