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.

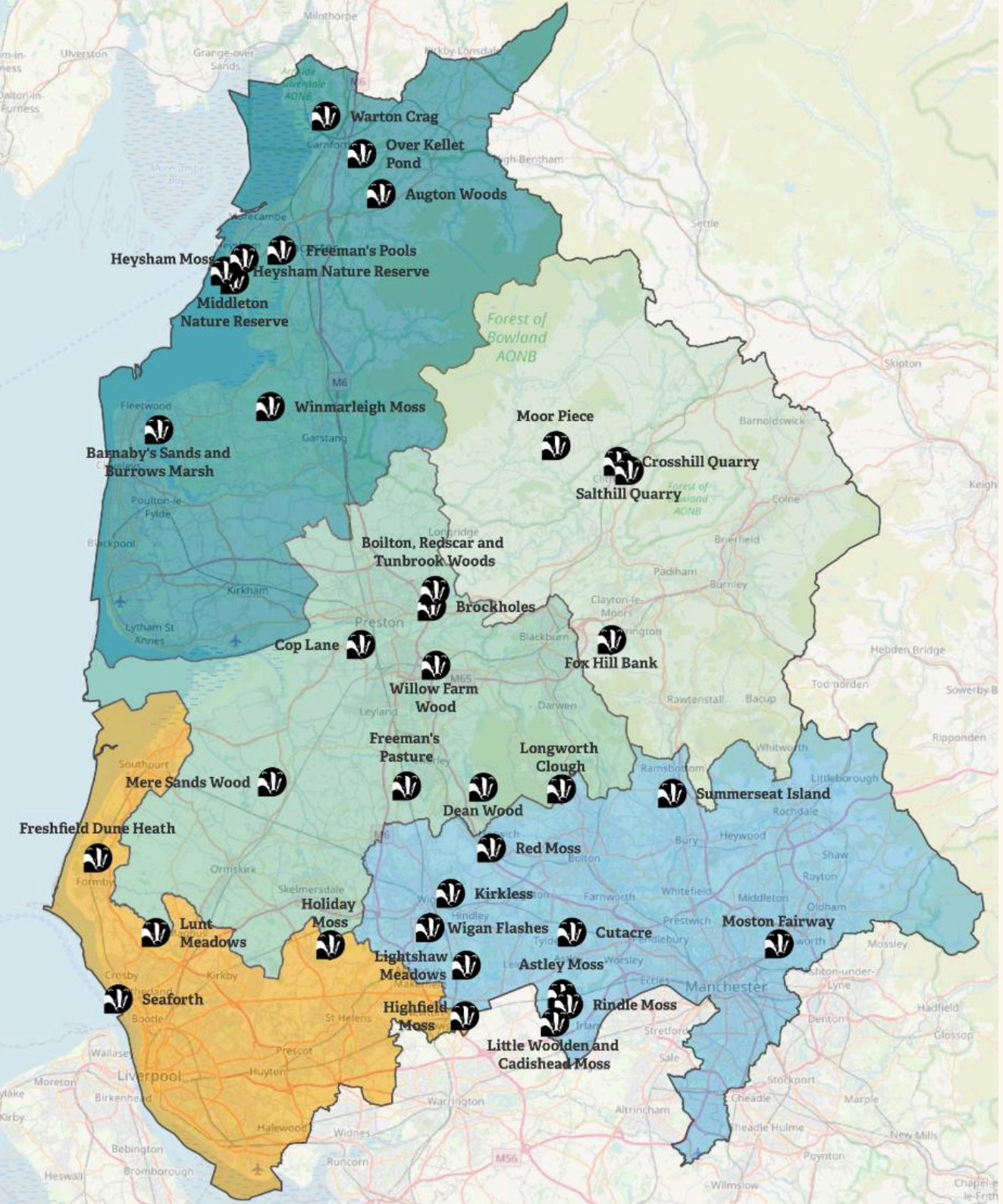
Our Work

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?

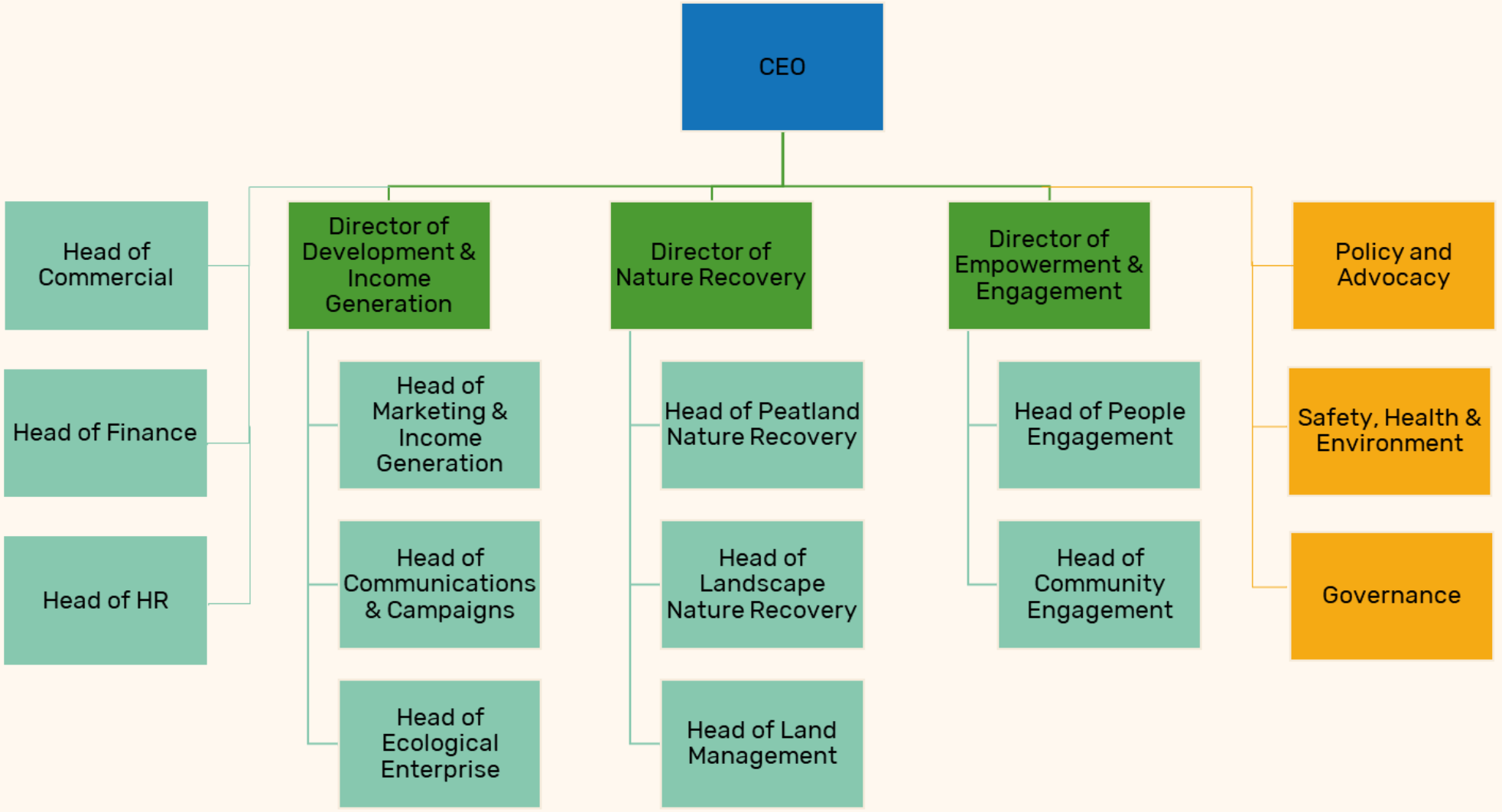
Integrity
Acting in the best interest of LWT and honouring our scientific foundations in every activity. Our approach is built on honesty, respect, and a commitment to the core objectives of the charity, as well as the wishes of our members and funders.

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

Lancashire Wildlife Trust's Nature Works division provides a comprehensive delivery service for a range of conservation, landscape and countryside management work in rural and urban settings and in school grounds. Comprising a Contract Team, a School Grounds Team and consultancy, we secure and deliver contracts for a range of external clients as well as working on behalf of various projects and departments within the Trust. Based at Brockholes Nature Reserve, we work across a wide area within the region.

Staff in the Contract Team are engaged in practical work which is varied in nature and includes management of woodlands, wetlands and grasslands, habitat creation works and maintenance of public sites. These projects entail planting, tree felling, vegetation management, path construction, installing countryside furniture, fencing and general maintenance of sites. We carry out significant amounts of specialist habitat restoration and management work and locations can be remote, with access to work areas being challenging. There are opportunities to work on some of the best nature conservation sites in the region and on innovative and aspirational projects in both rural and urban areas.

Delivery of our contract work requires a variety of skills within the team including the operation of site plant and machinery, tree work, application of pesticides for control of invasive plant species, carpentry, groundworks, fencing and installation of countryside furniture. In order to maintain quality of service to our clients, the training and development of skills for our staff is very important to us.

Job Description

Post Title:
Conservation & Landscape Operative

Responsible to:
Contracts Manager

Location:
Working at various locations.
Operational base at Brockholes Nature Reserve

Hours of Work:
37.5 hours per week (annualised hours)

Salary:
£ 25,110.84 per annum

Duration of post:
Permanent

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

PURPOSE OF POST

The Conservation & Landscape Operatives work as part of the Nature Works delivery team to carry out practical conservation and landscape work on a range of sites. The operatives are required to carry out tasks to a high standard, according to specifications and contract deadlines.

Operatives work closely with the Senior Operatives to provide and maintain equipment and resources and ensure efficient running of contracts.

KEY ROLES AND RESPONSIBILITIES

- Carry out a range of conservation, landscaping and countryside management tasks according to specifications provided and adhere to relevant contract timescales and deadlines, ensuring that work is of a high quality at all times.
- Operate machinery and equipment according to training and instruction received, ensuring routine maintenance is carried out and personal usage records are kept
- Work as part of a flexible team, maintaining effective working relationships with other team members and Trust staff
- Represent the Lancashire Wildlife Trust in an appropriate and positive way, responding to the public, clients and representatives of other organisations in a courteous and helpful manner
- Adhere to the Trust's Health and Safety policy and observe safe working practices and method statements.

The job holder will:

- Drive Lancashire Wildlife Trust vehicles to and from work sites, transporting materials, equipment and team members.
- Undertake practical conservation and landscaping work on site as directed by the Senior Conservation & Landscape Operatives and Contracting Manager.
- Undergo training and instruction in Health and Safety procedures and ensure that they adhere to all procedures and arrangements.
- Undergo training and instruction appropriate to the post and consistent with the operational needs of the team.
- Attend team meetings, project briefings and performance reviews, as required.
- The job holder is required to follow and comply with all policies and procedures of the Trust which includes the Trust's Health and Safety procedures in the workplace, ensuring personal safety and the safeguarding of the interests and safety of all staff, trainees, visitors, and others at the Trust.
- To work as part of a team alongside staff and volunteers as required.
- To uphold the working values and expectations of the Lancashire Wildlife Trust.
- To carry out other duties relevant to your post as reasonably required by your line manager.

Person Specification

EXPERIENCE

Essential

- Experience of practical conservation, landscaping work or related field
- Experience of working in an outdoor environment

Desirable

- Experience of working in remote locations and challenging environments
- Experience of working to specifications and deadlines
- Experience of operating site machinery and equipment e.g. excavator dumper, chainsaw, brushcutter

KNOWLEDGE

Essential

- Basic knowledge of conservation and landscaping techniques
- Basic knowledge of essential tools and materials utilised in conservation
- and landscaping
- Up to date knowledge of current health and safety practices and PPE

Desirable

- A vocational qualification or technical certificates relevant to the conservation or landscaping industries
- Working knowledge of health and safety systems for site working

SKILLS

Essential

- Practical conservation and landscaping skills
- Team working skills
- Ability to communicate effectively with other staff members
- Full category B driving licence (manual)
- Ability and willingness to drive work vehicles of up to 3.5T
- Ability to keep basic records
- Full UK driving licence and access to own vehicle (due to location)

Desirable

- Licences for site machinery such as chainsaw, brushcutter, tractor
- Licence for use of pesticides (Pa1 & Pa6)
- Licence for site plant eg. tracked excavator, dumper

PERSONAL QUALITIES

Essential

- Commitment and enthusiasm to the Trust and its work
- Commitment to the Trusts policy on Equality, Diversity and Inclusion
- Self-motivation and flexible attitude to work
- Commitment to the completion of projects to a high standard
- A commitment to the aims of the Trust and the delivery of environmental projects
- Ability to work with other team members and form positive and productive working relationships
- Ability to carry out strenuous work activities on remote and challenging sites

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: Full Time 37.5 hours per week. Normal working pattern will be 7.30am – 4.00pm.

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 4 months; in which time they are expected to demonstrate their suitability for the post.

Closing Date: **Sunday 15th November 2026**

Interviews: **Tuesday 24th November 2026**

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.