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.

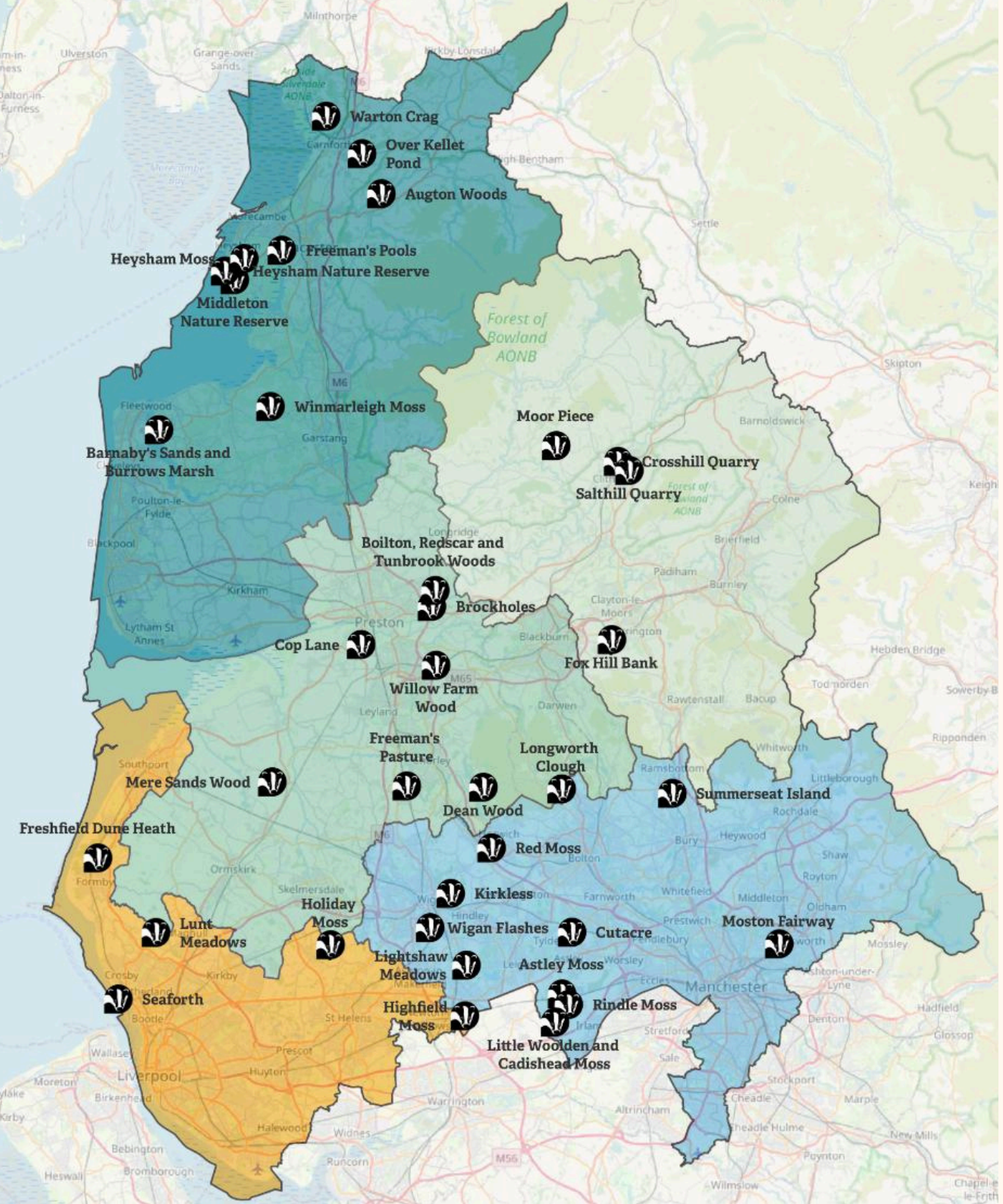
Our Work

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?

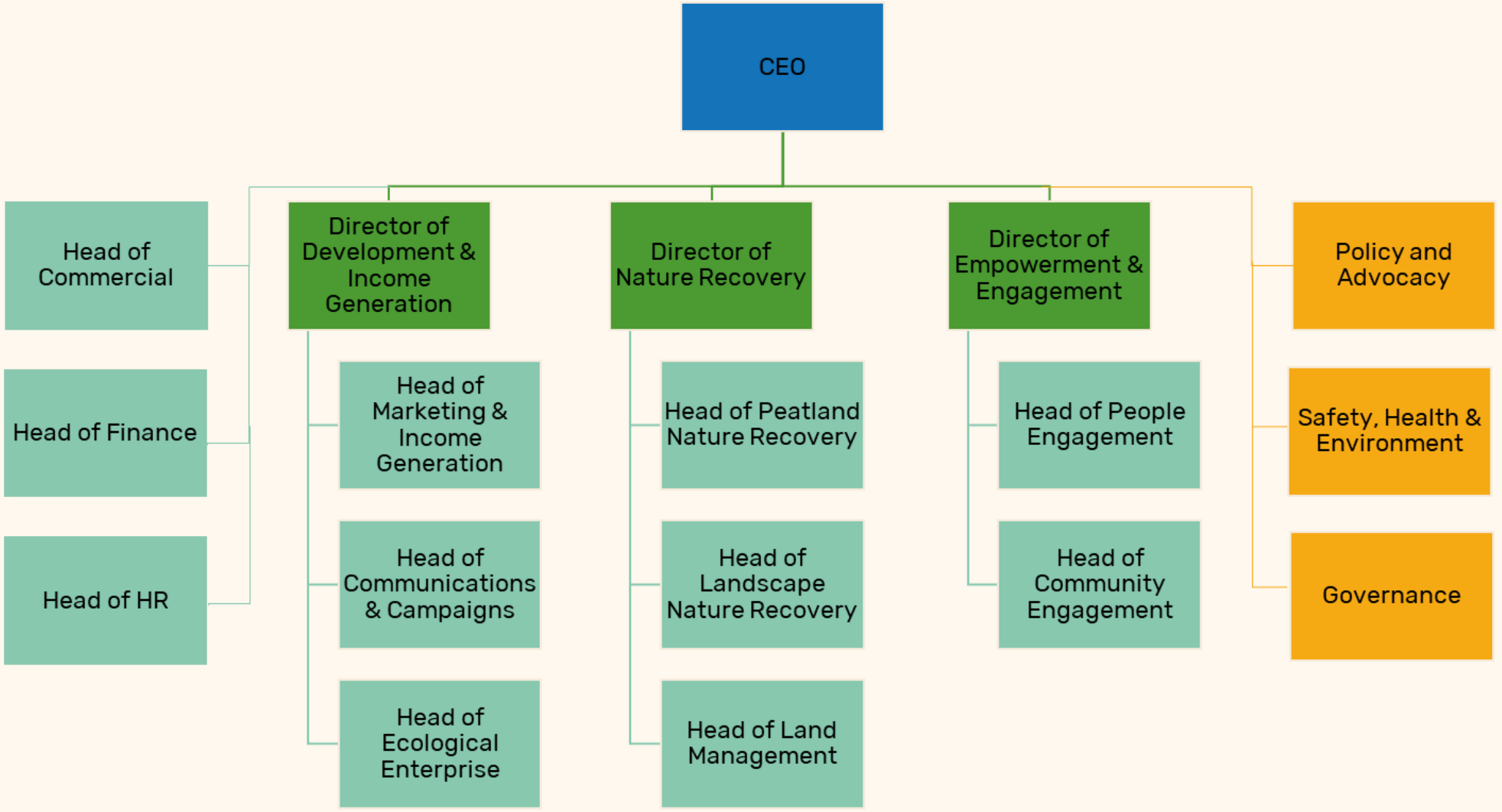
Integrity
Acting in the best interest of LWT and honouring our scientific foundations in every activity. Our approach is built on honesty, respect, and a commitment to the core objectives of the charity, as well as the wishes of our members and funders.

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

Our Partnership Project is a 20 year landscape scale project that will deliver long-term transformation to the wildlife and people of Wigan and Leigh. It is set to create, expand and improve habitats, connecting over 1300 hectares of wetlands, woodlands, grasslands and peatlands to achieve the recovery of threatened species. It aims to increase opportunities for local people to connect with nature and will create nature based solutions to counter the impacts of climate change. The scheme will be an exemplar of how to extend multi-benefit, natural capital approaches to demonstrate how the post-industrial landscape can be re-imagined. It will build on the prior restoration and rejuvenation of Wigan greenspace from its industrial past and will help deliver Greater Manchester's Local Nature Recovery Strategy. With the Flashes of Wigan and Leigh National Nature Reserve at its heart, our project will strengthen the connectivity and functionality of core wildlife sites to realise the full potential of Wigan's natural heritage.

The project is now recruiting the team members needed to help deliver the agreed plans and targets for this high profile scheme. We are seeking a skilled, enthusiastic and energetic person who has a passion for wildlife with the experience to deliver nature recovery, partnership working, and team management. The Land Management and Access Manager will lead on land management, access and monitoring, coordinating delivery teams to enhance and manage habitats for wildlife, manage site access infrastructure and oversee ecological monitoring activities across the Wigan borough. This will involve partnership working with our partners Wigan Council and Forestry England, as well as Natural England and a wide range of stakeholders. This is an exciting opportunity to lead a team delivering major innovative action, helping tackle the nature and climate emergencies.

Job Description

Post Title:
Land Management and Access Manager

Responsible to:
Project Manager

Responsible for:
4 x Land Management Officers, 1 x INNS Officer, 2 x Land Management Assistants and 1 x Entry Level Officer

Location:
Mere Sands Wood

Hours of Work:
35 hours per week

Salary:
£ 32,850 per annum

Duration of post:
Permanent

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

PURPOSE OF POST

The Land Management and Access Manager will lead on the delivery of the land management, physical access, and monitoring & evaluation plan requirements for the Wigan Partnership Project to meet the agreed scheme outcomes. The role line manages and directs the work of the Land Management and Access team of 8 staff, as well as overseeing contractor-led delivery, procurement and ensuring health and safety and quality standards and compliance.

KEY ROLES AND RESPONSIBILITIES

- Lead on the delivery of the project's Land Management Plan, physical elements of the Access Plan, and the Monitoring & Evaluation (M&E) Plan to achieve the project targets and outcomes and meet partner and funder expectations.
- Coordinate the delivery of the project's Citizen Science Project, working together with the project's Community Engagement Manager, to achieve engagement and monitoring aims.
- Oversee procurement of contractors and equipment, including undertaking tendering processes and letting contracts, to facilitate timely delivery of work programmes.
- Line manage Land Management staff, contractors and consultants to foster commitment, effective teamwork and high quality work.
- Support and train staff to maintain high standards.
- Work closely with the Nature Recovery Specialist Consultant and the wider Nature Recovery Team and seek guidance and specialist input from the Nature Reserves Manager.to ensure joined-up delivery, shared priorities, and consistent best practice across programmes.
- Work collaboratively with other project teams, partner organisations, regulators, key stakeholders, and local landowners/managers to drive delivery and embed best practice.
- Promote and encourage community and volunteer input into landscape restoration and monitoring that supports nature recovery aims.
- Use scientific data, research, and case studies to showcase the work of LWT.
- Represent the project and the Trust in meetings and public forums.
- Contribute to communications and storytelling to promote impact and expertise.
- Plan and implement habitat creation and restoration activities to achieve the project targets and outcomes.

- Plan and implement installation of capital infrastructure (paths, signage, visitor facilities) and monitoring tools to achieve the project targets and outcomes.
- Ensure all works meet planning, environmental, health & safety, and accessibility regulations and standards to ensure compliance and meet stakeholder expectations.
- Ensure monitoring and reporting requirements are met by coordinating with other project staff to collect and collate essential data.
- Embed monitoring insights into adaptive management to achieve continuous improvement.
- Sharee expertise across the Trust and contribute to strategic project development to meet LWT business plan priorities.
- Ensure American mink control within the scheme is coordinated with wider partners to align and integrate regional mink eradication efforts.
- Encourage links with regional universities and colleges to encourage deeper knowledge and sound science behind landscape recovery.
- Support the Nature Based Solutions team by providing land management and monitoring expertise to inform development and marketing of project products.
- Identify and act on opportunities for income generation including land management and access-related activities, consultancy or events to achieve budget targets.
- Manage Land Management, Access (physical) and Monitoring & Evaluation budgets, working with the Finance Officer to ensure appropriate and cost-effective expenditure.
- Provide regular timely reports to governance committees, partners, stakeholders, funders, clients and internally within LWT to achieve project reporting targets.
- Coordinate and submit funding bids.
- Be responsible for ensuring that all vehicles, work areas, equipment and monitoring devices are kept in good order with up-to-date records.
- Be responsible for site, building, equipment and data-system maintenance and security.
- Be responsible for ensuring that Risk Assessments are carried out and Safe Systems of Work followed for all works and monitoring activities and monitor compliance.
- Work with land managers to implement safety procedures, such as protocols for adverse weather and emergency situations.
- 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.
- Work as part of a team alongside staff and volunteers as required.
- Uphold the working values and expectations of the Lancashire Wildlife Trust.
- Carry out other duties relevant to your post as reasonably required by your line manager.
- Act on own initiative while working within an agreed work programme.
- Work hours as required to meet business needs, this includes some evening and weekend work (including Christmas and Easter periods).

Person Specification

EXPERIENCE

Essential

- Proven practical experience in land management, monitoring and evaluation frameworks, and conservation/nature recovery projects, ideally on publicly accessible sites.
- Experience in ecological surveys, biological recording, and use of citizen science approaches.
- Collating, managing, and analysing ecological, social, and/or economic data to assess project outcomes and inform adaptive management.
- Familiarity with procurement and compliance processes.
- Maintaining Health & Safety records, including risk assessments.
- Coordination, supervision, and training of staff, volunteers, and contractors.
- Managing resources (tools, equipment, monitoring devices, and data systems).
- Tendering and overseeing contract delivery
- Record keeping and report writing.
- Budget management and reporting.

Desirable

- Line management experience.
- Experience in nature-based solutions.

KNOWLEDGE

Essential

- Wildlife habitats, associated species, and their management (wetland, woodland, grassland).
- Monitoring and evaluation techniques for habitats and species.
- Comprehensive understanding of UK wildlife legislation and protected site requirements to ensure all activities are legally compliant and delivered safely.
- Understanding of data standards, indicators, and reporting requirements relevant to conservation.
- Health & Safety regulations for land management and monitoring activities.

Desirable

- INNS (Invasive Non-Native Species) monitoring and management.
- conservation management via livestock grazing.
- Natural capital and BNG metrics.

SKILLS

Essential

- IT proficiency (Word, Excel; desirable: social media platforms).
- Effective communication skills (verbal and written) for a wide range of audiences.
- Strong organisation and planning skills.
- Competent in data analysis.
- A full driving licence, access to the use of a vehicle with full business insurance cover.

Desirable

- Networking and relationship-building skills.
- Basic GIS, Scalgo or data management skills.
- Recognised industry qualifications (e.g., First Aid at Work, Tree safety inspection, Chainsaw, Brush cutter, Herbicides).
- FISC Level 3 and/or CIEEM Associate level.

PERSONAL QUALITIES

Essential

- Commitment and enthusiasm to the Trust and its work.
- Commitment to the Trust's policy on Equality, Diversity and Inclusion.
- Highly motivated and adaptable.
- Positive, problem-solving approach and ability to work effectively within a team.
- Flexibility to respond to changing situations.
- Affinity with a wide range of people and ability to handle conflict sensitively.

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 35 hours per week. Normal working pattern will be 9.00am – 5.00pm.

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 13th December 2026

Interviews: 16th-18th December 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.