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.

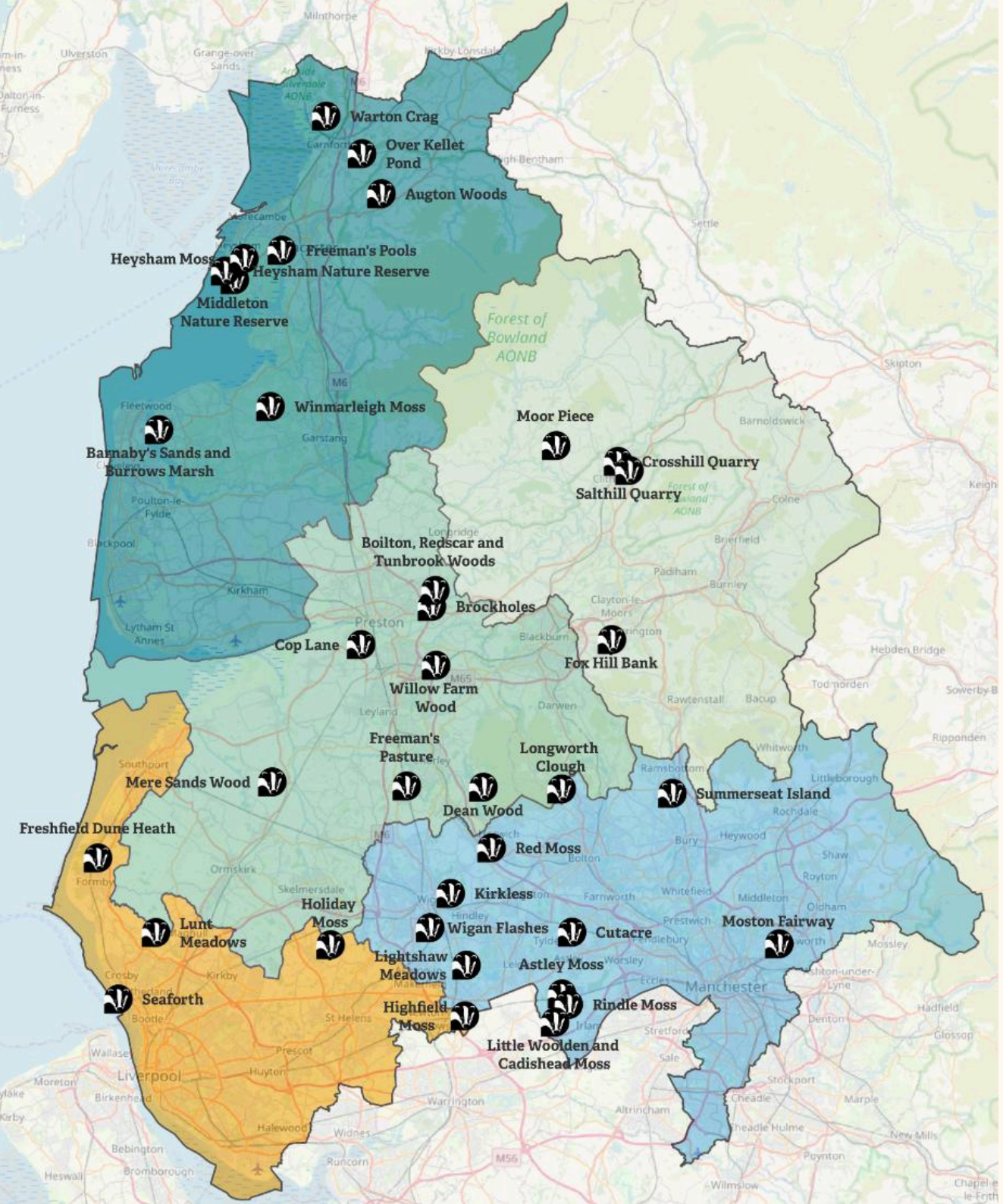
Our Work

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?

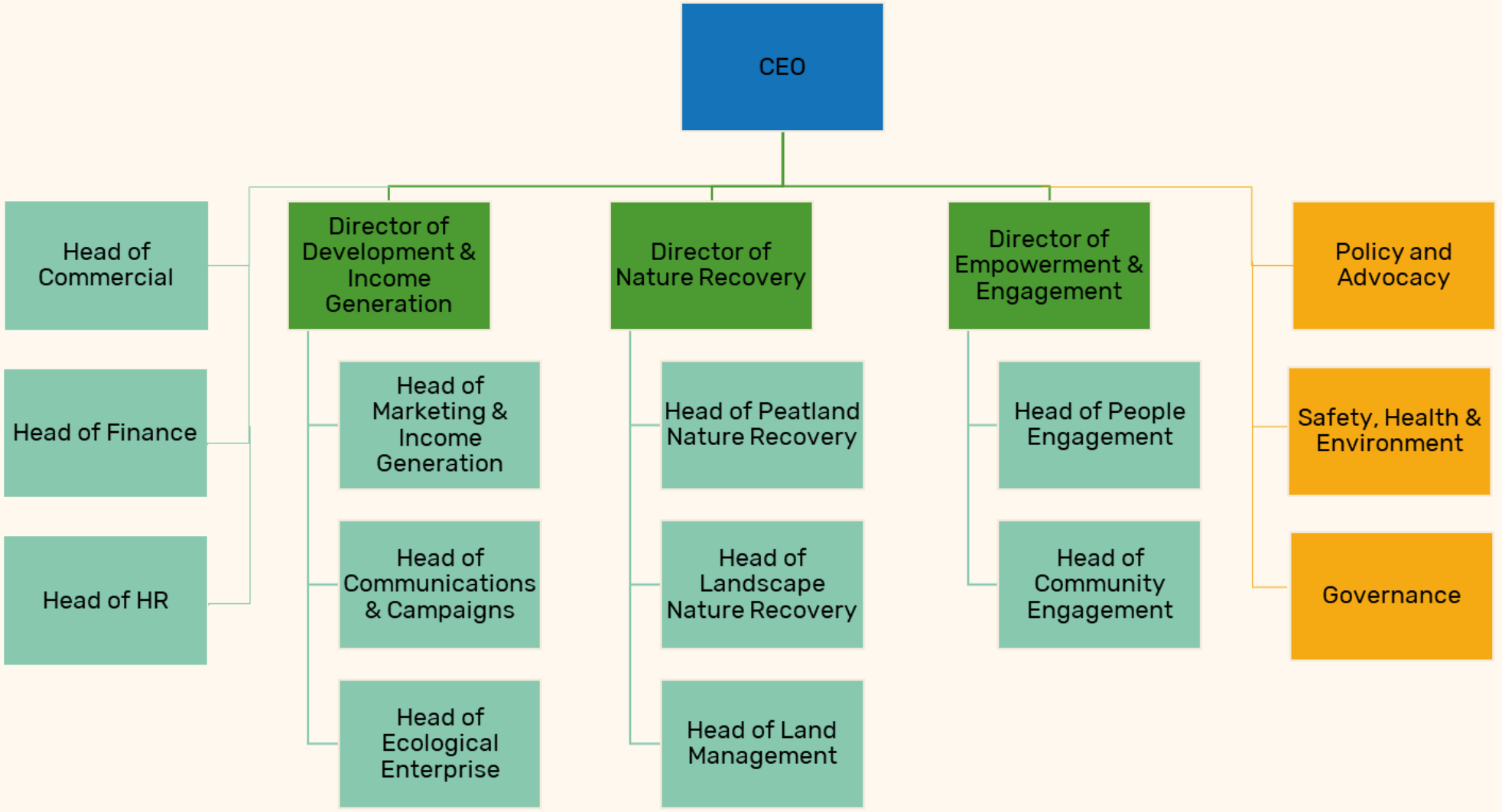
Integrity
Acting in the best interest of LWT and honouring our scientific foundations in every activity. Our approach is built on honesty, respect, and a commitment to the core objectives of the charity, as well as the wishes of our members and funders.

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 role

The Lancashire Wildlife Trust is the regions local charity, working hard to improve the local area for wildlife. Since 1912, The Wildlife Trusts have been speaking out for nature in the UK. Our organisation is unique - while most of our work for wildlife takes place at local grassroots level, we have a national voice. We support and are supported by the 46 Wildlife Trusts in the United Kingdom. With 28,000 members in the region and 800,000 members nationally we represent a strong body of opinion when it comes to wildlife issues.

Lancashire Wildlife Trust own and manage some of the rarest habitats in Northern England and work towards being an exemplar of land management for nature's recovery at scale. We own and manage 36 nature reserves, ranging from 1 to 270 hectares across our operational area, with a diverse range of habitats including grassland, heathland, woodland, wetland and peatland. Our largest reserves include Brockholes, Lunt Meadows, Mere Sands Wood, Longworth Clough, and Aughton Woods.

We are geographically a large region, with a widespread number of small to medium reserves. Many of our nature reserves are peri urban which gives us opportunities for volunteering and financial input and challenges with management of small sites and antisocial behaviour.

As Nature Reserves Manager, you will lead a dedicated team responsible for delivering ambitious nature recovery across a cluster of Lancashire Wildlife Trust reserves, with a primary focus on Brockholes Nature Reserve and sites across Central, East Lancashire and West Lancashire. Combining strategic leadership with hands-on conservation management, you will oversee the planning and delivery of reserve management plans, championing innovative approaches such as habitat restoration, species reintroductions, natural process recovery, and collaborative working with neighbouring landowners.

You will inspire and support a team of staff, volunteers, students and contractors to deliver high-quality practical conservation work, including woodland, grassland and wetland management, livestock welfare, infrastructure maintenance, and habitat enhancement. Alongside day-to-day operational leadership, you will play a key role in securing funding, managing budgets, ensuring health and safety and regulatory compliance, and maintaining high standards of environmental stewardship across the Trust's reserves.

Working closely with colleagues across the Nature Recovery directorate and wider Trust, you will contribute to organisational strategy, develop partnerships, promote the impact of conservation work through public engagement and media opportunities, and help create meaningful experiences for visitors and volunteers. This is an exciting opportunity for an experienced conservation professional who enjoys balancing leadership, practical land management, and strategic thinking to deliver nature recovery at landscape scale while inspiring people to connect with and care for wildlife.

Job Description

Post Title:
Nature Reserves Manager

Responsible to:
Nature Reserves Development Advisor

Location:
Brockholes Nature Reserve, Preston

Hours of Work:
35 hours per week

Salary:
£31,692.40 per annum

Duration of post:
Permanent

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

PURPOSE OF POST

The Nature Reserves Manager will lead a small team of staff to plan and actively deliver nature recovery work on a cluster of LWT reserves in a geographical region within our wider operational area. This will include developing and delivering management plans, leading volunteer groups, and securing funding for our work on our reserves. You will also be required to input and embed all relevant compliance, mapping, and financial management.

KEY ROLES AND RESPONSIBILITIES

Leadership and Management

- Line manage a team of 2-4, setting objectives and priorities and supporting them to work as a team who are jointly responsible for a cluster of geographical reserves, ensuring you create a collegiate, dynamic and forward-looking team.
- Work closely with the Nature Reserves Development Advisor to create and maintain a work environment which fosters individual commitment, enthusiasm and confidence ensuring effective teamwork and communication.
- Feed into the development of wider Trust approaches including strategies and business planning, where appropriate.

Development and delivery

- Support your team to write and implement management plans for our reserves, taking an innovative approach that includes species reintroductions, restoring natural processes, and working with neighbouring landowners. Work with wider members of the Nature Recovery directorate to develop and deliver these innovative approaches.
- Deliver the management plans through a mix of staff, volunteers and contractors.
- Use your practical skills, tickets and experience to deliver woodland management, livestock welfare, grassland management, infrastructure upkeep and other tasks as required.
- Support the team to allocate in house tasks efficiently in a way that maximises health and safety, and to develop tenders and/or contracts where contractors will be used instead.
- Work with the other Nature Reserve Managers and Nature Recovery staff and volunteers to use in house expertise that sit outside your team.
- Work with your team to identify, recruit and manage volunteers, including student placements, to help deliver the work programme. Support your team to lead, motivate, support and train these volunteers in relevant skills/tasks, ensuring high standards are maintained.
- Work with Communications to promote impact and expertise through storytelling about the work we do on our reserves. Be able to talk to the media about life on the reserve and the wildlife it supports.

- Supported by the Nature Reserves Development Advisor, take a lead role in dealing with complaints and issues in a professional and objective manner.
- Work with teams to identify opportunities to create and deliver engaging events and communication materials to encourage visitors to explore LWT nature reserves.
- Deliver excellent standards of customer care in all areas of work.
- Provide weekend and bank holiday cover as needed.

Finance

- Work with the Nature Reserve Development Advisor to identify and secure opportunities for income generation from the reserves, including grants, corporate sponsorship, commercial opportunities, and green finance opportunities, ensuring this docks in with wider LWT processes and teams.
- Manage delegated budgets of up to a total of £140,000 ensuring appropriate and cost-effective expenditure.
- Provide reports to stakeholders, funders, clients and internally within LWT, as required.

Compliance

- Ensure that all vehicles, work areas and equipment are kept in good order and keep up to date and relevant records.
- Be responsible for site, building and equipment maintenance and security.
- Use a variety of hand and driven tools and maintain them in good order.
- Work with the LWT Grazing Team to manage livestock on site.
- Ensure that Risk Assessments are carried out for all works carried out on relevant sites and monitor compliance.
- Work with land managers to implement safety procedures as appropriate including snow and ice clearance and flood evacuation.
- Follow, comply with, and update 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.

General duties

- Act on own initiative while working within an agreed work programme.
- Work as part of a team alongside staff and volunteers as required.
- Attend, and deputise when needed, appropriate internal team meetings including (but not exclusively) Land Management, Reserves and Middle Managers.
- Attend and deputise at external meetings when appropriate.
- 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.

Work hours may vary as required to ensure the needs of the Business are met. The role will involve weekend and evening working, including Christmas and Easter periods.

Person Specification

EXPERIENCE

Essential

- Proven (more than 3 years) practical land management and conservation/nature recovery experience working within a recognised conservation agency in a professional or voluntary capacity, ideally on sites that are accessible to the public.
- Experience of practical conservation management techniques, particularly in relation to wetland, woodland and grassland habitats, on a site that is accessible to the public
- Coordination, supervision and training of staff, volunteers and contractors.
- Managing resources e.g. tools and equipment.
- Budget management.
- Writing habitat/reserve management plans.
- Delivering events that engage people in wildlife and nature conservation.
- Working with communications teams and the media to promote wildlife and nature conservation.
- Successful grant/fundraising applications.

Desirable

- Ecological surveys and biological recording, including identification of plants, birds and invertebrates.

KNOWLEDGE

Essential

- Wildlife habitats, associated species and their management, particularly wetland, woodland and grassland habitats.
- Management of sites for wildlife and people.
- Health and safety regulations and risk management protocols including maintaining health and safety records and risk assessments.

Desirable

- Grazing animal use for conservation management
- Wildlife survey, monitoring and evaluation techniques

SKILLS

Essential

- Effective communication skills (verbal and written) for a wide range of audiences.
- Strong organisation, record keeping, report writing and planning skills
- IT skills – including Word, Excel and Arc or QGIS
- Full driving licence and own transport
- At least three of the following recognised industry qualifications in land management skills such as tractor driving, First Aid at Work, Tree safety inspection, Chainsaw, Brush cutter, and/or Herbicides.

PERSONAL QUALITIES

Essential

- Ability to maintain high levels of enthusiasm and self-motivation and to embed a strong team culture that is outward-facing, innovative and collaborative.
- Ability to work well on own initiative and co-operatively as part of a team.
- Ability to be flexible and respond to changing situations.
- Affinity with a wide range of people and ability to deal with conflict issues sensitively and effectively.
- A strong affinity with the aims of the Wildlife Trust, and 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: 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 29th November 2026**

Interviews: **Friday 4th 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.