

Role Profile

Job Title	Seasonal Assistant, Bowland	
Role Profile Title	Field Officer	Pay band 4
Department	Conservation Team, Northern Region	
Location	Bowland	
Reports to	Bowland Project Officer	
Direct Reports (including Volunteers)	Volunteers	
Job Purpose	Contribute to the delivery of RSPB's conservation programme away from reserves-focussing on monitoring and species protection to help deliver Saving Nature Outcomes.	
<p>The RSPB have generic role profiles linked its pay and reward structure which our job vacancies are aligned to. These include a list of indicative key result areas and requirements for the role.</p> <p>More specific details on the role can be found in the job advert and accompanying job pack.</p>		
Key Result Areas		
<ul style="list-style-type: none"> ❖ Monitoring, recording and reporting for priority species and habitats in identified geographical/priority areas. ❖ Deliver appropriate species protection for priority species in identified geographical/priority areas if required. ❖ Manage all relevant data to ensure it is stored and analysed appropriately to allow review of work programmes and future planning. ❖ Build appropriate positive relationships with key external partners and stakeholders so that RSPB's monitoring of species and habitats, policies and messages are understood within relevant partnerships and fora. 		
Key Contacts and Working Relationships		
Internal		External
<ul style="list-style-type: none"> ❖ Public affairs staff in communicating good stories. 		<ul style="list-style-type: none"> ❖ Land managers/owners eg Farmers: to establish monitoring sites.

<ul style="list-style-type: none"> ❖ Reserve staff in demonstration/sharing monitoring protocols. ❖ Conservation Departments at Scottish HQ/ The Lodge to give/receive professional support. ❖ Advisory staff to ensure consistent advice. ❖ (Conservation) Science staff to ensure application of correct monitoring protocols. 	<ul style="list-style-type: none"> ❖ Bird clubs: recruiting expert volunteers, support for surveys. ❖ Land management stakeholder groups and organisations: local support for surveys. ❖ Relevant statutory Agencies in operational area: ensure alignment with their delivery. ❖ Volunteers and associated volunteer agencies: recruiting, training and supporting volunteers to deliver surveys.
Financial Responsibility	
<ul style="list-style-type: none"> ❖ No financial responsibilities. 	
Essential qualifications	
<ol style="list-style-type: none"> 1. Higher level qualification in a relevant subject or ability to show equivalent work experience eg agriculture practices. 	
Essential knowledge	
<ol style="list-style-type: none"> 2. Knowledge of bird and wildlife ecology, habitat requirements and identification to enable credibility in the role. 3. knowledge of a range of delivery mechanisms for conservation work relevant to the operational area of this role e.g. agri-environment schemes. 	
Essential skills	
<ol style="list-style-type: none"> 4. Organisational skills e.g. maintenance and analysis of datasets, and managing conflicting priorities. 5. Ability to work effectively as a team player both internally and externally. 6. Effective communication skills (verbal, written and presentational) - including an ability to speak confidently and cogently in public to a variety of audiences. 7. Ability to be diplomatic. 	
Essential experience	
<ol style="list-style-type: none"> 8. Experience of working to survey, protect and/or manage important sites, species or habitats. 9. Experience of managing volunteers and setting clear work priorities. 10. Experience of working with land managers eg farmers, woodland owners. 	
Desirable qualifications, knowledge, skills and experience	
<ol style="list-style-type: none"> 11. Degree level qualification in a relevant subject. 12. Ability to rapidly analyse significant quantities of information, prioritise and balance a diverse workload often to tight deadlines. 	

13. Knowledge of the wildlife and habitats of the operational area of this role experience of public engagement work eg attendance at county shows and events.
14. Experience of productive Partnership working.
15. Specialist conservation knowledge in relevant habitat /species areas.

How we expect you to work

The RSPB has seven key competencies that are important to our organisation's success. We expect all employees to demonstrate these competencies in everything that they do. The heading descriptors of the seven competencies are:

Direction:

You ensure you have a clear direction and sense of common purpose that guides what you do and how you approach your work.

Energy:

You bring energy and urgency to the RSPB to motivate people to do the best they can.

Capability:

You build your own and other people's capabilities, directly and indirectly.

Relationships:

You communicate effectively and build productive internal and external relationships.

Change:

You support continuous improvement and change and constantly look for way to do things better.

Advocacy:

You act as an advocate for the RSPB.

Performance:

You get things done, achieve ambitious goals and the RSPB's aims.

In line with these competencies, the following behaviours are essential upon appointment to this particular role and will need to be part of what you do for you to add value to the RSPB:

- Always assumes positive intent in others
- Makes the effort to collaborate with others, even when under pressure
- Listens to other people's ideas and suggestions
- Is prepared to take on new challenges outside their comfort zone
- Maintains positive relationship with partners
- Demonstrates an interest in their own personal development

Additional Information

- This role will involve lone working.
- This role will require occasional weekend and evening working.
- This role will involve driving on RSPB business
- This role will require travel within the region or country, and possibly wider.
- This role will require occasional overnight stays away from home.
- Employees are expected to carry out their job responsibilities in an environmentally aware manner, ensuring as little damage to the environment as possible. Our aim is to ensure all resources are utilised effectively and efficiently.

- In the RSPB, volunteers are a major resource and make a vital contribution to the RSPB's aim to take action for the conservation of wild birds and the environment. Employees are responsible for encouraging, developing and supporting volunteers in their work for the RSPB.
- Ensure conformity with health and safety and environmental management requirements across the range of team activities, utilising agreed protocols and systems to ensure RSPB meets its legal and Societal obligations in this regard.
- Employees are required to use the RSPB Project Management Framework in the development and management of projects.