

ROLE DESCRIPTION

Conservation Strategy Internship

Hours of work: Flexible - Full-time (35 hours per week) or Part-time negotiable

Type of contract: 1 year fixed term contract

Based at: The Lodge, Littlemore, Oxford (flexibility available)

Salary Band: A

BACKGROUND

The Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust (BBOWT) is the only charity working to safeguard wildlife and natural landscapes across the three counties. Founded in 1959 by a small group of volunteers, we now have more than 27,000 memberships and 1,700 volunteers. We own or manage more than 80 nature reserves and work in partnership on conservation projects with local communities, businesses, landowners and local authorities. Each year around 12,000 schoolchildren visit our four education centres. We have strong finances, with an annual turnover of £6 million and we're proud of our highly effective and dedicated team of 150 staff.

BBOWT is part of a national network of 46 Wildlife Trusts, which means our work has a bigger impact, making a difference for wildlife beyond our three counties.

Our 'Wilder' plan for 2021-2026 sets one simple overarching aim: to create more nature everywhere. To do this, we need to inspire people to take action and do all we can to restore wilder landscapes.

Our three main goals are to:

- Put nature into recovery
- Empower people to act for nature
- Secure our future

INTERNSHIP PURPOSE

The Conservation Strategy Internship is an exciting opportunity that may suit a recent graduate, or someone with equivalent experience, wishing to take on an exciting development role and gain essential conservation work experience. You will be part of the Conservation Strategy Directorate teams supporting nature's recovery across Berkshire, Buckinghamshire, and Oxfordshire. You will support the delivery of projects and initiatives, such as our biodiversity net gain (BNG) work, local planning and development work, and will help to develop new wider countryside conservation projects. Through this internship you will learn a diverse array of valuable skills, techniques and practices that are essential for working in the sector. You'll be encouraged and supported to attend training courses in subjects or activities of interest to you and we'll ensure you are working with skilled and talented colleagues across the Conservation Strategy Directorate who will make sure you gain the most from your time with us.

REPORTING LINE

Reports directly to the Head of Planning and Advocacy

STAFF MANAGEMENT

No staff line reports

BUDGETARY RESPONSIBILITIES

No budgetary responsibilities

KEY RESPONSIBILITIES

- Support our newly funded project, The Wildlife Trusts' Habitat Banking Investment Model, undertaking background research to support the local delivery of BNG through habitat banking pilot sites
- Support the delivery of Land Advice Service, working with staff to deliver advice to clients who wish to manage their land sympathetically for wildlife
- Working with the Planning, Policy and Advocacy team reviewing planning applications for impact on wildlife, and evaluating developers BNG metrics assessments for proposed developments
- Work with colleagues to calculate the management costs to BBOWT for delivering offsets
- Work with the Wider Countryside Conservation team to assist with conducting initial research to develop new conservation project ideas

BENEFITS AND TRAINING OPPORTUNITIES

- Increase your knowledge of local wildlife and their associated habitats
- Be part of a team that truly cares about the environment and supporting nature's recovery
- Comprehensive internal programme of relevant training courses, and opportunities to attend external training courses
- Develop good IT skills, including online tools such as Arc GIS and Magic map
- Gain skills and experience needed for employment in the conservation sector (e.g., teamwork, written and verbal communication, project management, and addressing local conservation planning and policy issues)

GENERAL

- Attend meetings with internal teams and external stakeholders
- Assist staff with some office and administrative duties as required
- End of placement presentation to colleagues on an aspect of your work experience of your choosing
- Act always in a professional manner that preserves and adds value to the Trust's good reputation as a wildlife charity
- Commitment to own Continuous Professional Development
- Ensure effective communications with colleagues and external stakeholders.
- Provide regular reports to line manager as required
- Adhere to all Trust policies, procedures and systems
- To engender a culture of membership recruitment within the team
- Any other duties as delegated by the Conservation Strategy Director

PERSON SPECIFICATION

	Essential	Desirable
Good written and verbal communication skills	✓	
A high level of commitment and enthusiasm and open to learning new skills	✓	
Good organisational skills	✓	
Ability to work well in a team and self-directed	✓	
Reliable and a determination to finish tasks	✓	
Ability and willingness to demonstrate the BBOWT behaviours of Connect, Grow, Lead by Example, Positivity and Conscious Inclusion	✓	
Degree or equivalent level of educational experience in nature conservation or another relevant environmental discipline		✓
An understanding of the ecology, conservation management and policy of UK habitats and wildlife		✓
Well-developed IT skills, with experience in using the MS Office suite and GIS software		✓
Experience of volunteering, preferably with an environmental organisation		✓
Full driving licence, and a willingness to travel within the three counties		✓