

# Ecology Manager

## Recruitment Pack

**Plantlife**



# About Plantlife

Plantlife is the international conservation membership charity working to secure a world rich in wild plants and fungi. We are the only UK membership charity dedicated to conserving wild plants and fungi in their natural habitats and helping people to enjoy and learn about them.

We work across all key plant ecosystems and habitats with foci on specific habitats and species depending on need. We promote the importance of all plants and fungi for a sustainable and healthy planet and at present have a particular focus in the UK on grasslands temperate forests due to their acute vulnerability and on at-risk species recovery. Founded in 1989, Plantlife now has around 20,000 members and many more supporters.

Wild plants and fungi are the foundation of all life on Earth. Plantlife enhances, restores, protects and celebrates our natural heritage through working with landowners, other conservation organisations, public sector bodies, the private sector and the wider public. Through our work we connect people with nature so that everyone in society can enjoy and help protect the natural world around us. We collaborate and influence on the world stage to share our passion and achieve our goals.

Plantlife owns 23 nature reserves covering nearly 4,500 acres across England, Scotland and Wales. We carry out conservation and outreach work on our own land and in partnership with many others. We advise landowners and publish best practice guidance. We carry out research and gather data to inform government policy. We engage people of all ages and abilities in plant conservation and education and give everybody opportunities to enjoy wildflowers.

We work overseas by contributing to international conventions on climate and biodiversity and we are a registered COP Observer. Working with the Global Partnership for Plant Conservation we were instrumental in the creation of the Global Strategy for Plant Conservation and the initiation of Important Plant Areas across the world – planning their conservation with government and community groups.

We are governed by a board of 12 trustees and have around 70 staff located across the UK. We also support a team of 1500 volunteers who work in the field, at events and in our offices.

A registered charity, Plantlife is funded by donations from its members and supporters, through grants and charitable trusts and through its pioneering land management advice and projects.

# About PTL

Plantlife Trading Ltd (PTL) is a wholly owned subsidiary of Plantlife, offering consultancy services on behalf of Plantlife, led by Plantlife's mission and values.

Plantlife's mission is to secure a world rich in plants and fungi. We believe that all sectors of society can contribute to tackling the climate and nature crises and is committed to working in partnership with others.

Plantlife's paid for services are delivered through Plantlife Trading Ltd, a social enterprise. We work on commercial terms with land owners, land managers and others with influence over how land is utilised. We enable them to place the abundance and diversity of native plants and fungi at the heart of restoration, creation and management of natural spaces to deliver measurable conservation outcomes.

We do this through:

- Training so that land management professionals are equipped to recognise the opportunities for integrating the protection and restoration of wild plants and fungi into their management practices
- Survey, including specialist vascular plant, fungi, lichen and bryophyte survey to enable restoration, creation and management which places plants and fungi at its heart
- Restoration, creation and management planning which integrates plant conservation into all land management, including rewilding
- Quantification of biodiversity gain to enable land managers to monitor progress, demonstrate success and enable investment into restoration, creation and management
- Engagement of local communities and neighbouring land managers so that restoration, creation and management is integrated and consistent with local aspirations for nature

Our focus is on restoration, creation and management of natural spaces, particularly species rich grassland and temperate rainforest. Because of this we do not work in a pre-planning context unless, in exceptional circumstances, a planning application is for change of use to enable restoration, creation and management.

The mission-led nature of our work means that we seek to develop long term partnerships with land-owners, based on shared objectives, mutual trust and co-creation of solutions. We are professional, approachable and pragmatic, explaining our work and advice clearly and without technical jargon. Adherence to our principles means that we sometimes need to make courageous decisions about how and where we work.

# About the role

This is an exciting role at a key point in PTL's development.

The Ecology Manager is a new role and will be at the forefront of PTLs' growth and our work for wild plants. They will be responsible for the day-to-day management of our paid for advisory services, leading on development of our product portfolio and associated business systems. They will build relationships with clients and partners, prepare proposals and quotes, assign work and undertake quality assurance.

The Ecology Manager is also expected to dedicate 50% of their time to fieldwork. They will undertake surveys and provide assessments and detailed management and restoration advice to individuals and organisations primarily on meadows, grasslands, farmland and green space, both remotely and in the field.

This is a full-time, permanent post (35 hours per week). We work normal office hours (9am - 5pm) Monday to Friday, but we offer flexible working patterns. The starting salary is £39,220 within a range of £39,220 - 42,452.

We offer flexible options between home working, our offices in Salisbury, Wilts or Retford, Notts or hybrid. The role will require extensive travel and occasional overnight stays within the UK and there is an expectation of attendance at our Head Office in Salisbury once per month for team meetings.

# About you

We are looking for a driven, proactive and enthusiastic individual who is passionate about the restoration of land and working in collaboration to achieve the best results for nature. You must be an excellent communicator, have strong organisational skills and the ability to adapt to changing priorities.

# Job Description

## Reporting to

Managing Director - Plantlife Trading Ltd

## Key Relationships

Plantlife Conservation Team, particularly the Specialist Advisors and Biological Data Team  
Plantlife Partnerships Team, particularly the Senior Corporate Partnerships Manager  
PTL Directors  
Plantlife CEO and Senior Management Team

## Overall Purpose of the Role

To lead the day-to-day management of PTL's consultancy services. Manage partners' journeys from initial contact through to commissioning of services. Manage the PTL advisory team to include recruitment of new team members, allocating and scheduling work, assuring quality of outputs, enabling professional development and ensuring a safe, supportive working environment.

To provide in-field ecology services to partners. Undertaking survey, quantifying biodiversity outputs, developing and communicating site management plans, planning and delivering training and engaging stakeholders.

## Main Responsibilities

### Consultancy Management (50%)

- In close liaison with Plantlife colleagues, proactively identify potential client partners, identify their objectives and needs and create sound project specifications and accurate quotes.
- Manage the delivery of contracts to meet or exceed specifications and the expectations of partners. This will include the allocation of project responsibilities to staff and sub-contractors and assurance of the quality of outputs.
- Manage partner journeys with the aim of developing long term, mutually beneficial relationships.
- Recruit and line manage new team members as required.

# Job Description

## Main Responsibilities

### Specialist Ecological fieldwork(50%)

- Plan and deliver botanical surveys, assessments and advice to individuals and organisations, including to:
  - Undertake desk-based and in-field assessments to create or critique management plans and prescriptions.
  - Analyse data and produce written and oral reports as required.
  - Design appropriate site-specific monitoring plans to enable site owners and managers to measure progress.
- Plan, design and deliver training to land managers and contribute to Plantlife's learning programme as required.
- Maintain relationships with key stakeholders and partners including representing PTL at external meetings and events as required.
- Work collaboratively with the Plantlife advisory team, to support the allocation of work, sharing best practice and keeping abreast of emerging issues and legislation.
- Support Plantlife colleagues with botanical advice as required.
- Contribute to the evaluation of Plantlife's advisory work, working with colleagues to measure the effectiveness of different delivery models.

## General

- Observe Plantlife and PTL's working policies at all times, including those on Health and Safety and Equal Opportunities.
- Undertake, from time to time, other duties that may be required of you to support the effectiveness of Plantlife and PTL overall.
- Contribute to the overall success of Plantlife and PTL and support a positive culture through teamwork, communication and leadership.

# Person Specification

Essential	Desirable
Extensive and demonstrable project management skills including allocation of work and management of project budgets	Management experience gained in a commercial ecological consultancy or advisory capacity.
Experience of managing a team of highly skilled experts	Experience of planning and building a team
Experienced and highly competent in writing and reviewing project proposals, technical reports and management plans	Experience of delivering specialist training to land managers or other third parties
A good, up to date working knowledge of biodiversity gain metrics	A good working knowledge of other ecosystem service metrics e.g. nitrate, Carbon
Extensive experience of providing land management and restoration advice to a range of third parties	GIS skills
Excellent in field- based botanical skills including gathering biological data in the field	Experience of working in the voluntary/NGO sector
Excellent ecological understanding of our priority habitats, especially grasslands	
Excellent interpersonal and communication skills with an open and collaborative approach	
Confidence and ability to develop and maintain relationships with external stakeholders	
A self-starter, able to work on own initiative but also as part of a team	
Adaptable to changing priorities with a positive and resilient attitude	
A driving license or other means of transport to areas not served by public transport	

# Key Terms and Conditions

<b>Salary</b>	Band F - £39,220 - £42,452 per annum **
<b>Hours of Work</b>	This is a full- time position (35 hours per week). Due to the seasonality of work the holder of this role should be prepared to work unsociable hours on occasion. We operate TOIL and flexible working
<b>Term</b>	Permanent
<b>Location</b>	Hybrid or home working - to be agreed. We have office facilities in Retford, Notts and Salisbury, Wilts. This role will involve extensive travel throughout the UK including occasional overnight stays.
<b>Annual Leave</b>	36 days' holiday per annum (including bank holidays) Additional day's leave awarded on completion of 1st, 3rd, 5th and 7th year of employment Operational closure between Christmas and New Year (included in entitlement)
<b>Other Benefits</b>	Contributory pension scheme – 6% employer contribution Death in service benefit  ** New joiners are recruited at the entry spine point of the band - Band F - £39,220

Plantlife is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, transgender status, religion or belief, marital status, or pregnancy and maternity.

# How To Apply

The closing date for the role is Monday 11th September (9am)

We will hold interviews on Thursday 21st September

If you think you are the right fit for us and the role we would love to hear from you.

Please go to the link 'Apply Here' which is on the vacancy page on our website, which will take you to our online recruitment portal. You will be asked to upload an application form which is accessible through the portal. Please note we do not accept CV's.

## Thank you for your interest in this role.

If you have any questions about the role please do not hesitate to email: [jobs@plantlife.org.uk](mailto:jobs@plantlife.org.uk)

