



# Glaswelltiroedd Gwynn Project Conservation Trainees (2)

## Recruitment pack

# A message from our Chief Executive



Society is increasingly recognising that we cannot deliver the benefits we seek for nature in isolation of our climate and societal challenges. At Plantlife we have a vision of a world rich in plants and fungi and of nature thriving in a socially just world. This is at the heart of our work, and I trust that the content of this recruitment pack will inspire you to join us.

I can say without hesitation that we have a superb team at Plantlife, individually and collectively contributing to the positive impact we strive for. We also work with so many insightful partners alongside whom we deliver real impact, at scale and pace. Our membership and finances are growing in numbers and providing a robust platform for our work. Across so many habitats, working with so many species and engaging with so many communities, we aim to be conservation organisation of choice; expert, impactful, agile and fun to work with and for. Our passion for the task at hand shines through.

Thank you for your interest in this role for Plantlife. Our vision for a world rich in wild plants and fungi is fundamental to the success of so much we must achieve as a society. If we get this right, together, we'll be able to address the challenges faced by nature and climate change with full societal engagement, thereby protecting and restoring this beautiful world we live in. We'd love you to be part of what we're trying to achieve, and we look forward to receiving your application.

A handwritten signature in black ink, which appears to read 'Ian Dunn'. The signature is fluid and cursive, with a small dot at the end.

Ian Dunn  
Chief Executive, Plantlife



# Our work

Underpinning the health of our environment, wild plants and fungi are the foundation upon which we can help resolve the climate, ecological and societal challenges we face.

## Our work spans four strategic areas:

### Protect and restore



### Connect people with nature



### Work in partnerships



### Collaborate and influence



For over 30 years, we at Plantlife have been the leading global voice for wild plants and fungi. We are at the heart of a global network, partnering with many individuals, organisations and landowners and managers in the UK and abroad to accelerate conservation action across the planet.

But we need to do more. So we're on a mission to raise awareness of how important wild plants and fungi are to life and to inspire more people to take action to help them thrive again.

Join us as we face the greatest challenge of our times. We need wild plants and fungi to survive. Now, they need us too.



# Our people

Plantlife is governed by a board of 12 trustees and has almost 100 staff located across the UK. Most of our team work remotely and we have offices in Salisbury, Wiltshire and Retford, Nottinghamshire. We have a small hub of hybrid or office-based staff based out of these offices and there is always space for visiting colleagues who are close enough to occasionally benefit from an office space when they wish. We support a team of around 1,500 volunteers who work in the field, at events and in its offices.

Our work is only achievable through working inclusively with the public, partners, land managers and local communities. By working inclusively, we will provide equality of opportunity to connect with nature, reducing barriers to access and participation.

This all starts with the people that work for us and we are looking for great individuals, whatever the role you are interested in, to enable us to get more people involved with nature. We want to ensure that everyone who works for us feels truly valued and included so that they feel able to share their diverse and unique perspectives and reach their full potential.

People of colour and disabled people are currently underrepresented across the environment, climate, sustainability, and conservation sector. If you identify as a person of colour and/or are disabled, we are particularly interested in receiving your application. All applications are assessed solely on your demonstrated suitability for the job, nothing else, and our application forms are anonymised to ensure fairness and consistency when shortlisting.

We also want to ensure that everyone in the recruitment process with us has a positive and rewarding experience and that it enables you to be at your best. So, at any time during the application or interview process, please contact our HR team on [HRteam@plantlife.org.uk](mailto:HRteam@plantlife.org.uk) for advice and to discuss reasonable adjustments.

Thank you for your interest in this role.





# Glaswelltiroedd Gwydn Conservation Trainees

## About the role

Semi-natural grasslands declined by 90% in the last century and now cover just 9% of Wales. The remaining grasslands face threats from development, pollution and unsustainable land management practices.

We are creating positive change through the Glaswelltiroedd Gwydn (Resilient Grasslands) project – in partnership with [North Wales Wildlife Trust](#).

The project is focussed on working with farmers and landowners to protect, enhance and restore semi-natural grassland habitats across Wales.

We are expanding our team for a busy year of delivery in 2025 and are seeking to recruit 2 x conservation trainee posts to help us.

This trainee role will actively contribute to the day-to-day running of the project, via training sessions provided in grassland management techniques, plant and habitat surveys, public engagement events, and blog and social media content to engage a wider audience in our work.

You will have opportunities to learn new skills such as working in partnerships, project management, practical habitat management work, how to carry out site surveys for rare plants and habitats, digital and communication skills and helping to run events for the public.

## About you

What skills/experience/personal qualities are you looking for?

We are looking for enthusiastic people from any walk of life who would like an opportunity to develop and pursue a career in the environmental sector in Wales. You will play a key role in the delivery of a multi-faceted grassland focussed conservation project, working with farmers and landowners, colleges and volunteers.

You must enjoy working with people and engaging them in conservation. You will need excellent communication skills, both verbal and written.

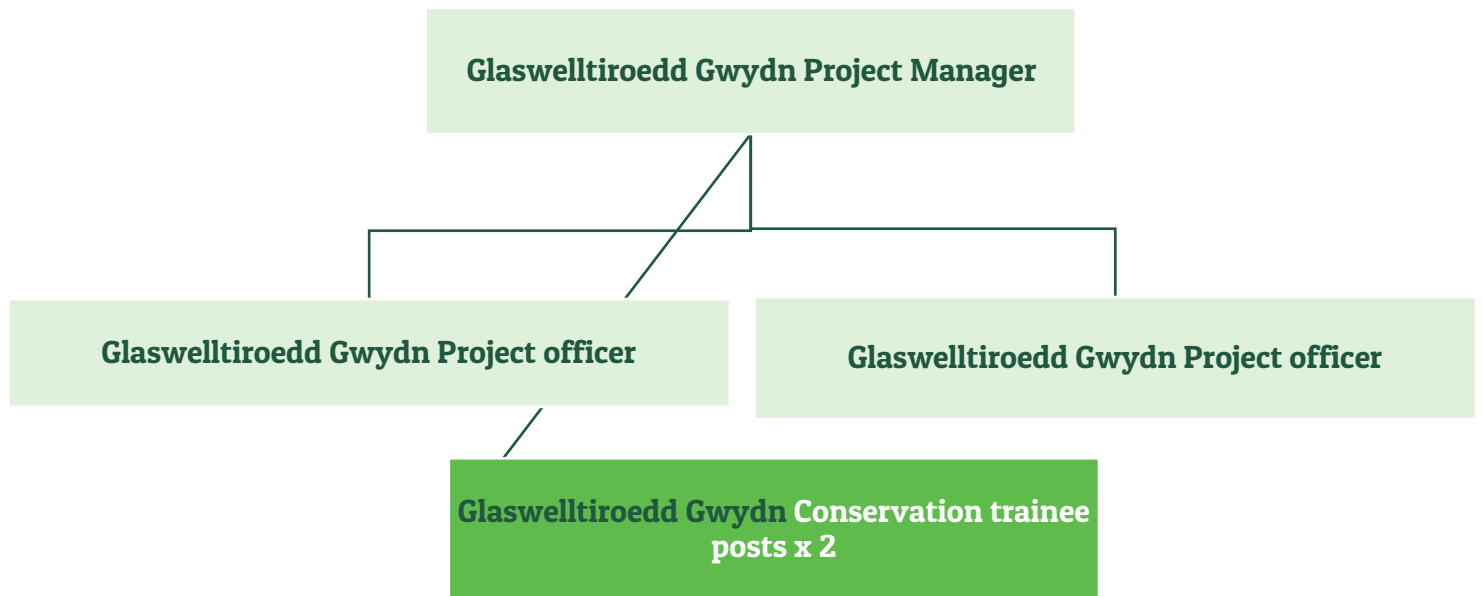
Above all you must have a desire to learn new skills and be willing to travel across Wales frequently.

This role is predominantly home-based, as part of a geographically isolated team.

This traineeship has been designed to create a professional development opportunity for people who are new to the conservation sector. Therefore, applicants should have less than 12 months paid experience in the environmental/conservation sector.



# Organisation structure



# Job description – Glaswelltiroedd Gwydn

## Conservation Trainee

### Reporting to

Glaswelltiroedd Gwydn – Project Manager

### Responsible for

N/A

### Key relationships

GG Project Officers, Project delivery partners

### Overall purpose of the role

This trainee role will actively contribute to the day-to-day delivery of the project, via training sessions provided in grassland management techniques, plant and habitat surveys and public engagement activities.

### Main responsibilities

- Supporting the project team in the delivery of a fast-paced, engagement focussed grassland conservation project across Wales
- Help to organise and run public engagement activities and events, and work with volunteers.
- Supporting the development of project communications, including blogs and social media, targeting both current and new audiences.
- Provide general administrative support to the project as required to support the project team.
- Support project staff with habitat surveys and practical conservation work on sites as required

## Other duties and responsibilities

- Observe Plantlife 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 overall.
- Contribute to the overall success of Plantlife and support a positive culture through teamwork, communication and leadership.



# Person specification

You must be motivated, enthusiastic and have a desire to learn new skills. You must and have excellent communication skills and enjoy working with people.

Although we have regular site visits and meet ups, you will need to be happy working in a desk-based, home working role, as part of a geographically isolated team.

## Essential skill requirements

- A degree OR relevant background in conservation or land management, with a desire to gain early career experience
- Enthusiastic and engaged, with a strong desire to learn new skills and a passion for grassland conservation
- Competent in IT, with the use of all Microsoft based software
- Skilled in developing social media content
- Ability to work independently from home, as part of a busy, geographically isolated team
- Access to transport – own driving licence and car essential. Ability to travel around Wales on a weekly basis
- Excellent communication skills, in both written and verbal English.

## Desirable skills

- Welsh language skills – both verbal and written
- Agricultural experience
- Experience of working with volunteers and/or the education sector
- GIS skills

We may also consider additional criteria such as the applicants location base in order to benefit the best interest of Plantlife



# Key terms and conditions

This role is based in the UK and you must be able to demonstrate your Right To Work in the UK.

<b>Salary</b>	£21,840 – £23,640 per annum *  *New joiners are recruited at the entry spine point of the band: £21,840
<b>Hours of work</b>	Full time – 35 hours per week
<b>Term</b>	FTC – 12 months
<b>Location</b>	Home based, with extensive travel throughout Wales

## What's in it for you

<b>Benefits</b>	<ul style="list-style-type: none"><li>- 36 days' holiday per annum (including extra bank holiday in Scotland and other bank holidays).</li><li>- Additional day's leave awarded on completion of 1st, 3rd, 5th and 7th year of employment.</li><li>- Operational closure during Christmas period (included in entitlement).</li><li>- Contributory pension scheme – 6% employer contribution.</li><li>- Comprehensive induction programme and investment in learning and development to enable you to be the best you can be now and in the future.</li><li>- Employee Assistance Programme for you and your family members</li><li>- Life Assurance 3 x salary</li><li>- Emergency Loan Scheme</li><li>- Generous occupational sick pay</li><li>- Flexible working: we'll do everything we can to support a healthy work-life balance, whether that be home working, compressed hours or working part-time.</li><li>- Staff development days: an opportunity to visit another area of our work to learn from colleagues.</li></ul>
-----------------	---

# How to apply

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

Go to the 'Apply' button on the vacancy page on the website. This will take you to our recruitment portal where you will be required to upload an application form.

We also appreciate you completing the Equality and Diversity Monitoring form on the website.



## Closing date

The closing date for the role is Sunday 6 October.

Please note we reserve the right to close this vacancy before the closing date so please apply early to avoid disappointment.

## Interview date

We will hold initial interviews face to face in Mid Wales on Friday 25 October.

We look forward to receiving your application.

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



