



Somerset
Wildlife Trust

**SPECIES
SURVIVAL
FUND**

Funded by UK Government Heritage Fund

Wilder Somerset

2030



More space for nature where wildlife thrives
with more people on nature's side



Job description:

'Bogs and Bitterns': Species Survival Fund
Project Coordinator

About Somerset Wildlife Trust

Somerset Wildlife Trust is a local independent charity and the only organisation uniquely focused on improving the natural environment of Somerset for the benefit of wildlife and people. We champion Somerset's stunning, diverse, and important natural environment, making the case for nature to the public and politicians. We protect wildlife and lead the recovery of the environment by example, including on our nature reserves.

Somerset Wildlife Trust is one of 46 Wildlife Trusts across Britain which together with the *Royal Society of Wildlife Trusts* collectively form *The Wildlife Trusts*. We are the biggest charity movement in the UK working solely for nature and we believe that restoring nature on a landscape scale is essential for tackling climate change and biodiversity loss.

The climate and ecological crises require comprehensive, ambitious solutions and urgent action across all sections of society. The crises are also inexorably linked so it is vital that our new strategy, '[Wilder Somerset 2030](#)' is delivered with both at its core. We recognise that people are part of the solution and everyone has a role to play in restoring nature and averting the worst of the climate change. Research suggests that if 1 in 4 people in society take action then social tipping points can be achieved and widespread positive change can happen. This underpins one of our key strategic goals and Team Wilder is our delivery approach to inspiring and empowering others to help nature recover.

Our New Vision

To deliver a Somerset wide nature recovery network creating more space for wildlife, benefiting everyone, and playing its part in helping us reverse biodiversity loss and tackle the climate crisis.

Our New Mission

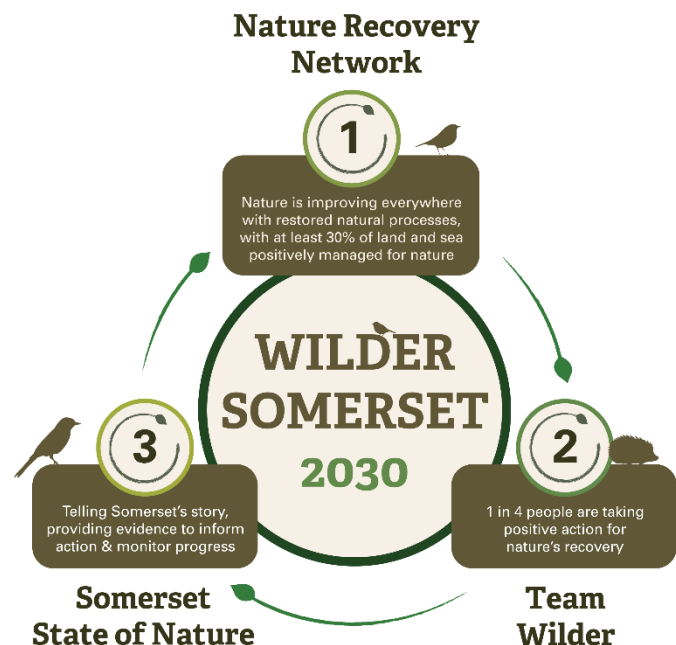
To champion the change needed to rebalance our relationship with wildlife and the natural world.

Our Goals for 2030:

To ensure that nature is improving across the county, supported by restored natural processes, and is connected and protected through a Nature Recovery Network, with at least 30% of land and sea managed positively for nature.

For nature to be valued and protected by everyone, building a movement with at least 1 in 4 people taking action for nature's recovery across Somerset.

By 2030 to tell the story of nature's recovery in Somerset through a shared, live online State of Nature tool that monitors progress and informs action.



About the post

This project is funded by the Government's Species Survival Fund. The fund was developed by Defra and its Arm's-Length Bodies. It is being delivered by The National Lottery Heritage Fund in partnership with Natural England and the Environment Agency. "Bogs and Bitterns: Somerset Wetland restoration is one of twenty schemes being funded across the country. Within our project area we aim to deliver 50 hectares of wetland habitat restoring and expanding to improve and create quality 'stepping stone' sites of high quality biodiversity and to enable species abundance across the wider county. We are looking for an individual with both hands-on experience of delivering nature conservation work and project management expertise.

As Species Survival Project Fund Coordinator, you will have two main areas of work. The main part of the role is to provide project management and co-ordination of the Species Survival Fund project, ensuring we are on track, including meeting budget requirements, collating information and reporting as required, and providing line manager support to the project Ecologist. The second part of the role is to also to work on the development of specific species and habitat works at the Brides Mound and St Brigid's Chapel site in Glastonbury; here SWT is working in close co-operation with the Friends of Brides Mound and Southwest Heritage Trust and is funded by the [Glastonbury Town Deal Fund](#).

Job Title	Bogs and Bitterns: Species Survival Fund Project Coordinator
Grade	Manager Level 2
Reports To	Nature Recovery Manager
Team	Nature Recovery Team
Responsible for	Species Survival Fund LWS Ecologist
Job Purpose	<ul style="list-style-type: none"> • Provide project management and coordination, information gathering and reporting for the Species Survival Fund project. • Manage and undertake project work as required; coordination with others within SWT to fulfil project objectives. • Provide direct line management of the Species Survival Fund Project Ecologist. • Provide support to the developing St Brigid's Chapel and Brides Mound Project. Somerset Wildlife Trust are part of a partnership on this important heritage and nature recovery site on the edge of Glastonbury. As the SWT Coordinator you will lead on working with other partners to design and implement habitat works across this landholding. Alongside team wilder colleagues you will also enable the development of volunteering and training opportunities with the Friends of Brides Mound, so they are resilient as a community to continue managing this land as part of the nature recovery network at the end of current funded works.
Position	Full-time until end of February 2026. 37.5hrs per week. Hybrid working based at our Taunton or Callow office with opportunities for home working.
Working Relationships	<p>Internal: Nature Recovery Manager, Head of Nature Recovery, Honeygar Officer, Reserves Team, Team Wilder, SERC.</p> <p>External: Funder, Landowners, volunteers, recorders, the general public, related sector organisations including Friends of Brides Mound and South West Heritage Trust</p>
Benefits of working for Somerset Wildlife Trust	<p>We offer some fantastic benefits including:</p> <ul style="list-style-type: none"> • 7% employer pension contribution • Life insurance

	<ul style="list-style-type: none"> • An annual professional institution subscription if applicable • Flexible and agile working • Wellbeing support – EAP, wellbeing champions • Diversity networks through RSWT/TWT • Paid volunteer days • Continuous Professional Development opportunities • 33 days of holiday (25 + bank holidays) • Staff social calendar and events <p>The opportunity to make a real and positive difference to nature, communities and the climate</p>
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Job Description – Key Responsibilities and Tasks

Responsibility 1: Manage the Project

Share knowledge and expertise by:

- Providing project management and coordination and building relationship with key stakeholders.
- Ensuring concise information gathering and reporting for the Species Survival Fund project.
- Providing and sharing expertise on species survival, whilst coordinating evidence and monitoring of the project.
- Undertaking a wide range of complex, technical and professional tasks in differing situations, with a degree of personal responsibility and autonomy. It is important to be able to work both alone and as a member of the team.
- Adopting environmentally friendly working practices, setting, and maintaining high personal standards of efficiency and customer care and fostering a ‘can do’ culture based on ownership, initiative, teamwork, and exchange of information. All staff are ambassadors for the organisation both internally and externally and are expected to always act in a professional manner. They are required to abide by organisational rules, policies and procedures as laid down in the staff handbook.

Responsibility 2: Line Management

Provide leadership and support by:

- Providing direct line management to the Species Survival Fund Project Ecologist to ensure best practice and to drive the project forward.
- Managing the workload, performance, and personal development of the Species Survival Fund Project Ecologist.
- Having budgetary responsibility for the project and expenditure.
- Keeping abreast of national and international species recovery programmes and relate these to Somerset.

Responsibility 3: Work with Partners and Volunteers

Provide leadership and training opportunities as an influencer for the Trust by:

- Contributing to discussions, workstreams and providing support to the developing St Brigid’s Chapel and Brides Mound Project.
- Leading on working with other partners to design and implement habitat works across this landholding.

- Enabling the development of volunteering and training opportunities with the Friends of Brides Mound so they are resilient as a community to continue managing this land as part of the nature recovery network at the end of current funded works.
- Working in close collaboration with the communications and fundraising teams to promote the project including the production of articles, blogs and social media posts.

General

- The job holder is required to follow and comply with all policies and procedures of Somerset Wildlife Trust which includes our health and safety and safeguarding procedures, ensuring the personal safety of all staff, volunteers, young people and vulnerable adults involved in the project.
- To carry out other duties relevant to your post as reasonably required by your line manager.
- To reflect the Somerset Wildlife Trust Values all areas of work.
- To work collaboratively with other Wildlife Trusts to share learning and achieve greater impact collectively.
- Somerset Wildlife Trust is committed to creating a more digital culture across the organisation. We aim to become more collaborative, agile and efficient through the use of digital technology. A basic level of digital skills is expected of all staff with the opportunity to improve these skills with career progression.
- We are a Disability Confident Employer, as such we offer an interview to people with a disability who meet the minimum criteria for the job. Please email recruitment@somersetwildlife.org if you would like your application to be considered under the DC Scheme.



PERSON SPECIFICATION

To succeed in this role you will need to demonstrate:

	<i>Essentials</i>	<i>Desirables</i>
Qualifications	<ul style="list-style-type: none"> • Educated to a degree level in a relevant subject. Or equivalent work experience. 	
Experience/Knowledge	<ul style="list-style-type: none"> • Knowledge and experience of ecology, protected species surveys and habitats. • Experience of writing protocols and reports. • Proven experience of leading teams and successfully managing people. • Proven project management experience including planning, financial management, project reporting and evaluation. • Experience of tendering for and managing third party contracts. • Competent as a creator of social media and with internal communications like Teams and Sharepoint. • Full current driving license. 	<ul style="list-style-type: none"> • A proven knowledge of wildlife and habitats, particularly those of the Somerset Levels and Moors.
Skills	<ul style="list-style-type: none"> • Able to produce concise, clear written materials appropriate to the intended audience. • Excellent diplomacy and negotiation. • Proven planning, time management and prioritization skills – personally and for the project. • Requires minimal supervision. • IT skills (Microsoft office). 	<ul style="list-style-type: none"> • Ability to delivery engaging and dynamic presentations and reports.
Attributes	<ul style="list-style-type: none"> • Able and willing to work occasional weekends and/or evenings when required for which TOIL is applicable. • Willing to travel throughout Somerset with full access to and use of your own car. 	



SOMERSET WILDLIFE TRUST'S WORKING VALUES AND EXPECTATIONS

Developing Somerset Wildlife Trust

To deliver our Wilder Somerset 2030 plan we, Somerset Wildlife Trust, will need to build our charity, be clear in our priorities and ensure our own actions support our aims. We have a new set of Values that will inform all our decision-making and actions to bring about nature's recovery across Somerset.

- We are passionate about nature.
- We believe everyone can contribute to nature's recovery.
- We love Somerset - its amazing wildlife and its communities.
- We are confident and brave in standing up for nature.
- We encourage innovative thinking and action for nature's recovery.

To deliver our strategy we will:

- Support, inspire and enable others to act while leading by example.
- Develop a Climate and Environment Strategy that delivers on our own environmental commitments within the Trust covering all areas of our operation and land use including procurement, utilities, facilities, and transport to achieve carbon neutrality by 2030.
- Use our resources efficiently and effectively, harnessing the diversity, talent and commitment of our staff and supporters.
- Expand our supporter base and sources of income, including through embracing new opportunities to generate income streams that are compatible with our strategic goals and maintain financial stability.
- Embrace new ways to grow our impact and reach, with a particular focus on expanding our digital knowledge and experience.

