
ROLE PROFILE
Outreach Adviser -
South Yorkshire
GROW WITH US
WOODLAND
TRUST

OUR VISION

We're creating a world where woods and trees thrive for people and nature.



RESTORE

We restore the ecological condition of existing native woods and trees, to increase resilience and create conditions for nature and people to thrive.



PROTECT

We protect ancient, veteran and valuable woods and trees, to stop the loss of irreplaceable habitat and carbon stores, preserving the UK's natural heritage.



CREATE

We create quality native woods and get native trees growing to benefit nature, climate and people into the future.

OUR ORGANISATIONAL NATURE

WOODLAND TRUST

Our Organisational Nature is at the heart of how we work together. It helps us understand what it means to be part of the Woodland Trust and empowers us to make an impact every day. Our people embody these ways of working, inspiring and enabling each of us to play a part in achieving our vision.

A greener, healthier future for our planet starts right here with you.



Grow Together

We are a team that grows together; made up of unique roles and expertise. We communicate effectively, forging partnerships inside and out, building understanding and trust, valuing differences and recognising each other.



Explore

We know exploration is important, it's how we come up with the best ideas. We won't always get it right but learn and share as we go. We are bold about who we are and encourage healthy challenge.



Focus

We create clarity and stay focused, ready to adapt when we need to. We are empowered to take the time to reflect so that we can develop and work smarter.



Make it Count

We need to create a lasting positive impact. We keep the big picture in mind, harnessing passion and inspiring others to connect with us as we aim to make a genuine difference.

JOB DESCRIPTION

WOODLAND TRUST

Job Title: Outreach Adviser (Ancient Woodland specialist) – South Yorkshire

Job Code: WT1117FF

Salary: £35,593.50 per annum

Contract: Full time (37.5 hours per week), Fixed term contract 18 months

Reports to: Outreach Manager

Department: Operations

Team: North England

Location: Homeworker

This is a homebased contract, with a contracted requirement to undertake regular travel across a wide area, mainly in South Yorkshire and sometimes to remote locations. Occasional travel to regional offices and overnight stays will be required.

WHAT YOU'LL DO

WOODLAND TRUST

Main purpose of the job

This Heritage Funded project role will engage with landowners of Ancient and Long-Established Woodland within the South Yorkshire Combined Authority area, assess their woodlands using WT methodologies, provide advice, seek commitment through woodland management plans and then facilitate active restoration.

Key Responsibilities:

- Deliver the WT aspects of the Heritage Fund project on third party land on time and to budget.
- Engage and maintain relationships effectively with a wide range of Ancient Woodland landowners and other stakeholders from large estates to local authorities, environmental NGOs, to small woodland owners.
- Complete site surveys, assessments, reports and recommendations using WT methodologies and guidance to deadlines in relation to ancient woodland restoration.

WHAT YOU'LL DO

WOODLAND TRUST

Key Responsibilities (continued):

- Manage consultants to deliver Species Management Plans and Woodland Management Plans on the Woodland Trust's behalf where these aren't eligible for other funding, taking responsibility for ensuring quality of work and cost effectiveness.
- Help woodlands into active sustainable management that both meet the landowner's objectives whilst protecting and enhancing the woodland ecology and biodiversity value by incorporating our conservation approach.
- Advise and support landowners on sourcing funding for active restoration works that are appropriate to the scale and nature of the work.
- Plan, organise and manage workload (on time and to budget) within project and team's work programme and priorities.
- Maintain Woodland Trust database systems including GIS and client contact database.
- Undertake all administration including financial/budget management, raising purchase orders, and reporting on progress and targets.

WHAT YOU'LL DO

WOODLAND TRUST

Key Responsibilities (continued):

- Look for opportunities to demonstrate best practice or innovation in woodland management, and to communicate this more widely.
- Work with other teams to manage relationships with partners and external funders to ensure funding is secured for delivery.
- Work collaboratively with Outreach, Estate, Comms and Fundraising colleagues to share learning, experience and innovation.

WE WANT YOU TO:

WOODLAND TRUST

GROW TOGETHER

- **Build relationships** – being approachable and developing positive relationships. Making connections internally and externally to pursue shared goals, expand learning opportunities and grow influence. Help others to connect and nurture positive relationships,.
- **Communicate Effectively** – being clear and adapting communication styles to connect with others effectively.
- **Collaborate with purpose** – collaborating effectively with others where it will add value and result in clear and positive impact.

EXPLORE

. **Evolve and continuously improve –** having the courage to question previously held beliefs and seeks out opportunities to continuously improve the way we work

- **Reflect and learn** – taking opportunities to reflect, learn and improve.
- **Create meaningful change** – being willing and able to shake things up and bring about change where needed for the good of the cause.

FOCUS

- **Prioritise for impact** – building visions/ strategies/plans that have a clear purpose, set of outcomes, monitoring and evaluation and activity that is prioritised based on the impact they will have.
- **Adapt** – being proactive and flexible; able to take on board new information and respond effectively to a changing internal and or external environment.

Take effective decisions – balancing considered, evidence-informed decision taking and quick, decisive action depending on the situation.

MAKE IT COUNT

- **Deliver results** – getting work done in a way that is environmentally, financially and ethically sustainable, is considerate of people's wellbeing and always considerate of the broader impact.
- **Inspire and influence** – connecting people with what we do, inspiring and influencing them to stand with us for the benefit of the cause.

PERSON SPECIFICATION

		Essential/Desirable (E/D)	Where
You'll have experience	Of engaging with and advising a range of landowners about Ancient Woodland Management, such as Local Authorities, environmental organisations as well as farmers and other land managers.	E	Application/interview
	Of assessing Ancient Woodland features, threats and condition in the field.	E	
	Using Woodland Trust Ancient Woodland assessment methodologies	D	
	Of writing or advising on UKFS compliant Woodland Management Plans	E	
	Of working with contractors e.g. for writing Woodland Management Plans, Species management plans or delivering capital works	D	
	Of active woodland restoration techniques both in theory and practice	E	
	In managing projects and budgets including planning, prioritising, and managing workload to achieve organisational goals and project delivery.	E	
	In working independently and remotely as well as working collaboratively across teams, internally and externally to build effective relationships.	E	
	Of working on landscape scale projects with partners.	D	
You'll need to know	How to use GIS (Geographic Information Systems)	E	Application/interview
	The regulations and grants associated with Ancient Woodland restoration.	E	

PERSON SPECIFICATION

			Essential/Desirable (E/D)	Where
You'll have a desire to	Grow together	Build relationships Communicate effectively Collaborate with purpose	E	Interview
	Explore	Evolve and continuously improve Be able to reflect and learn Create meaningful change	E	Interview
	Focus	Prioritise for impact Adapt Take effective decisions	E	Interview
	Make it count	Deliver results Inspire and influence	E	Interview
You'll have	a full valid driving licence and ability to undertake travel across a wide area, sometimes to remote locations. Occasional overnight stays may be required		E	Application/Onboarding
	Have chartered status or be willing to work towards becoming chartered.		D	
You'll be	Qualified to degree or HND level in forestry or equivalent land management experience		E	
You'll be subject to	Pre-employment checks including Right to Work and confirmation of employment history (3-years).		E	Onboarding