

A red squirrel with a bushy tail is perched on a weathered tree stump. The background is a soft-focus field of purple heather under a hazy sky.

ROLE PROFILE

**Site Manager – North
Wales**

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.



WOODLAND
TRUST

OUR ORGANISATIONAL NATURE

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

Job Title: Site Manager –North Wales

Job Code: WT0276

Salary: £39,372.50

Contract: Permanent, Full Time (37.5 hours per week)

Reports to: Estate Manager - Wales

Department: Operations & People

Team: Wales

Location: Homeworker

The role involves regular travel within your region, Wales and occasionally at UK level. You would be expected to live within or within reasonable travelling distance of your patch.

WHAT YOU'LL DO

Main purpose of the job

Our passionate and committed Site Managers are at the root of everything we do at the Woodland Trust. All our woods are open to the public and it's the Site Managers responsibility to ensure the sites in their care are safe and welcoming. The Site Manager will manage the Woodland Trust's sites to high professional standards, in accordance with our conservation principles, management approach, policies and contracts, contributing to the Trust's strategic goals.

The Site Manager will be responsible for building collaborative and impactful relationships with internal teams and external organisations, contractors, neighbours and interested parties, alongside managing groups of dedicated and passionate volunteers.

WHAT YOU'LL DO

Key Responsibilities:

- Overall best practice management of a varied portfolio of high-profile woodland sites to comply with the UK Woodland Assurance Standard
- This may include a range of woodland types, including Plantation Ancient Woodland Sites (PAWS), sites of high biodiversity value, parkland and veteran tree management, new plantings and established secondary woodland sites.
- Tendering and contract management of works, focusing on site-based contracts and contractor supervision.
- Carrying out Woodland Ecological Condition/PAWS Assessments and monitoring to inform, write and implement long term management plans for the woods in the area of responsibility.
- To implement Woodland Trust health and safety policies on sites, including tree safety inspections, risk assessments, implementation of work and appropriate recording.

WHAT YOU'LL DO

Key Responsibilities (continued):

- Initiate, develop and manage new projects within and across the woodlands in your area, working with external partners and a cross-departmental team of foresters, people engagement specialists, communications specialists and funders.
- Effective communication of estate-based information and stories, to support our communication and fundraising activities.
- Support public and fundraising events, including VIP visits, alongside colleagues to raise engagement and support for our cause.
- Engage with local communities, interested stakeholder groups and the public on matters relating to the Woodland Trust estate and its management.
- Support a variety of volunteers, and volunteer task programmes for the woodlands in the area.

WHAT YOU'LL DO

Key Responsibilities (continued):

- Showcase the Woodland Trust estate to outside organisations, individuals and the general public and to raise awareness of the Trust and its work.
- Assist in delivering the Trust's business and project plans on the estate within the region by supporting delivery of projects and funding bids.
- Planning, implementation, monitoring and financial management of a budgeted programme of woodland management works using contractors, agents and volunteers.

WE WANT YOU TO:



WOODLAND
TRUST

GROW TOGETHER

- **Be a leader** – taking responsibility for inspiring, mobilising and supporting others to deliver on our strategic goals.
- **Collaborate with purpose** – collaborating effectively with others where it will add value and result in clear and positive impact.
- **Explore & integrate diverse perspectives** – including people with diverse backgrounds, experiences and skills at a time when they are able to influence an outcome.

EXPLORE

- **Be able to challenge** – showing courage and ability to challenge, be challenged and respond to challenge constructively to enable us to keep improving how we deliver on our strategic goals
- **Reflect and learn** – taking opportunities to reflect, learn and improve.

FOCUS

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

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.
- **Connect to the bigger picture** – connecting the work we do to our vision and being trusted to deliver what is needed.

PERSON SPECIFICATION

		Essential/Desirable (E/D)	Where
You'll have experience	working in forestry, conservation or land management managing woodlands and sites of high conservation importance	E	Application/interview
	carrying out tree safety inspections and managing tree safety in accordance with H&S procedures	E	Application/interview
	dealing with the impacts of tree pests and diseases	D	Application/interview
	leading the delivery of complex land-based projects	E	Application/interview
	managing contracts and contractors, including tendering through the procurement process	E	Application/interview
	managing, monitoring and reporting on budgets	E	Application/interview
You'll need to know	about Forestry Stewardship Council certification	D	Application/interview
	about project management and how to manage your time to coordinate multiple workstreams effectively	E	Application/interview
	about managing Health & Safety and public access on woodland sites	E	Application/interview
	Welsh language level 1	E	Application/interview

PERSON SPECIFICATION			Essential/Desirable (E/D)	Where
You'll have a desire to	Grow together	Be a leader Collaborate with purpose Explore & integrate diverse perspectives	E	Interview
	Explore	Be able to challenge Be able to reflect and learn	E	Interview
	Focus	Take effective decisions Prioritise for impact	E	Interview
	Make it count	Deliver results Connect to the bigger picture	E	Interview
You'll be qualified in	HND L4 as a minimum in Forestry, Land Management or a related field		E	Application/certificate
	Professional Tree Inspection or equivalent		D	Application/certificate
	Membership of a relevant professional body e.g. ICF/ CIEEM		D	Application/certificate
You'll be subject to	Right to work check, standard reference check, full driving license check		E	Pre-employment check/certificate