

## Norfolk Wildlife Services

### Post: Ecologist



#### 1. About us

Norfolk Wildlife Services is a professional, experienced and dedicated team offering a comprehensive range of ecological and arboricultural consultancy services. All our profits are donated to our 'parent' charity, Norfolk Wildlife Trust for the benefit of nature conservation in Norfolk.

Our focus is on providing high quality ecological expertise to ensure our client's projects move forward while ensuring protection and benefits for wildlife.

#### 2. The Post

The Ecologist will be responsible for undertaking ecological consultancy contract work for a wide variety of clients, projects and subjects, this will include ecological field surveys, reviewing field data and the completion of reports. This will also include assisting with quotes, liaising with clients and contributing to the efficient and effective operation, administration, promotion and development of Norfolk Wildlife Services.

The post is full-time (35 hours per week), although we are open to part-time or flexible working and is based at Bewick House in Norwich, with hybrid working from home arrangements possible. The successful candidate will be required to undertake regular work outside of normal working hours, with Time off in Lieu provided.

The salary range is £25,553 - £28,000 gross per annum. The role is advertised with a salary range to encourage candidates with a range of experience to apply. Other benefits include a generous pension (employer contribution of 8%), comprehensive sickness pay, life insurance, ongoing commitment to training and staff discounts.

#### **Flexible or part time working will be considered.**

The post holder will be entitled to 25 days holiday per annum plus bank holidays with an additional day's leave for each year of employment rising to a maximum of 30 days.

A detailed job description and person specification is attached for information and to assist you with your application.

#### 3. Application Procedure

Candidates should apply by sending a copy of their CV, giving full details of education, employment and experience. Please also supply details of two referees. You should also include a statement of application outlining why you consider yourself suitable for the post

and what particular experience, skills and attributes you have which will enable you to fulfil the requirements of the job. It would help the selection panel if you refer to the duties and requirements of the job description enclosed in framing your statement.

Completed applications should be marked 'Private and Confidential' and e-mailed to [recruitment@norfolkwildlifetrust.org.uk](mailto:recruitment@norfolkwildlifetrust.org.uk) or be posted to Recruitment Applications, Norfolk Wildlife Trust, Bewick House, 22 Thorpe Road, Norwich, NR1 1RY.

**We will be reviewing applications as they come in and inviting candidates to interview on a rolling basis with the aim of appointing to the post as early as possible.**

Thank you for your interest in working with us, good luck with your application. We look forward to hearing from you. If you would like an informal chat about the role before applying please email [rachels@norfolkwildlifetrust.org.uk](mailto:rachels@norfolkwildlifetrust.org.uk) to arrange a chat.

**Norfolk Wildlife Service**