

## **Application Pack**



## **Young Persons Conservation Assistant**

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Don Catchment Rivers Trust (DCRT) has received a grant from the National Lottery Heritage Fund to deliver our *All Hands on the Don: Transforming our River Together* project.

Our project will make connections between the lower River Don, its historic and natural heritage and people, to help realise the enormous potential of the river corridor as green-blue infrastructure and as a source of accessible nature for the many communities that line its banks. To do this we will deliver an ecological restoration scheme involving the creating of floodplain habitats at sites in Doncaster. We will also run an imaginative programme of volunteering, community engagement, work experience and training opportunities which will:

1. Increase health and wellbeing.
2. Foster community action, inclusion and community cohesion.
3. Increase skills and employability
4. Promote river access, celebrate river heritage and fostering understanding of the river and river issues

DCRT are now looking for a suitable candidate to fill the Young Persons Conservation Assistant. Our main office is in Doncaster. Occasional weekend and evening working outside of agreed office hours will be required.

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<b>Job Title:</b>	Young Persons Conservation Assistant
<b>Accountable to:</b>	Project officers
<b>Hours:</b>	32 hours per week
<b>Salary:</b>	Minimum wage per hour for your age
<b>Contract:</b>	12 months
<b>Location:</b>	Churchill Business Centre, Doncaster, DN2 4LP

### **Job Purpose:**

Your main role will be to work with Trust staff to create resources and activities that will engage local people to care for their natural environment. You will participate in volunteering days, community events and will work with a wide range of organisations. You will promote your work through the use of social media and new contacts that you will make.

There will be opportunities to learn about natural and historic heritage and to participate in training, as well as the opportunity to take responsibility for aspects of the All Hands on the Don project.

**Responsibilities:**

- Create new resources and engagement opportunities for young people, to help them get involved with the work of the Trust and conservation generally.
- Help with promotion and marketing
- Help deliver education and participation activities as required
- Promote the work, mission and vision of DCRT.
- Ensure a high level of customer service in all dealings with the public.
- Ensure continuous development of skills and knowledge required for the post, undergoing training and performance review as required by the Trust.
- Work within all the policies and procedures of the Trust, ensuring your own compliance with the Trust's health and safety policies and procedures.
- Carry out any other reasonable duties commensurate with the level of responsibility of the post, as requested by your line manager.

**Person Specification:****Essential:**

- Understanding of and commitment towards current environmental issues
- Excellent written and verbal communication skills
- A wide range of IT skills including word-processing and spreadsheets.
- Confidence with social media and online meeting/conference apps.
- The ability to work effectively and communicate with young people
- Like to work outdoors
- Able to work co-operatively as part of a team
- Self-motivation
- Ability to motivate others
- DBS check (to be paid for by DCRT if you don't have a current one)

**Desirable:**

- Driving license
- Experience of volunteering or participating in events/activities
- Knowledge of the organisations involved in the Don Catchment and their roles
- Awareness of health and safety

**Terms and Conditions:**

- *DCRT will make an employer's contribution to your pension scheme of choice in line with the Rivers Trust pension scheme. New schemes can be set up through the Rivers Trust if desired.*
- *The post receives an annual holiday entitlement of 25 days plus statutory bank holidays for a FTE post, calculated on a pro rata basis for part time hours.*
- *Formal appointment to the role is subject to a three-month probationary period.*

**Key Dates:**

Applications to be received by: Noon on Monday 4<sup>th</sup> December 2023

Interviews will be held on: Date to be confirmed

**Contact:** For queries, or an informal conversation about the role, please contact Project Officer Alex Liversidge on 07858 307765 or [alex.liversidge@dcrt.org.uk](mailto:alex.liversidge@dcrt.org.uk)