

# Job Description

**Job Title:** Senior Peatland Conservation Officer

**Weekly Hours:** 35 hours per week (lower hours will be considered, with a minimum of 16 hours per week)

**Based At:** The role will be primarily based at Cumbria Wildlife Trust's head office at Plumgarths (Kendal, LA8 8LX) however there will be the flexibility to work from home and other Trust premises when required. There will also be some on-site working.

**Reports To:** Peatland Team Manager

## **Job Purpose:**

The purpose of the job is to assist in the delivery of the Trust's peatland work ensuring it contributes to the development and creation of a Nature Recovery Network across Cumbria. This includes projects delivered directly by the Trust and those on behalf of the Cumbria Peat Partnership. It will also include occasional working with the Trust's Land Management Advice Service.

## **Special Features of the Role:**

Working closely with the PTM and as part of Trust's peatland team this role will have responsibility for developing and managing key aspects of projects within the Trust's peatland programme. More specifically this includes leading on project monitoring and evaluation, project procedures and oversight of data collation and sharing. This role will also include providing a secretariat service for the Cumbria Peat Partnership (CPP). The CPP is a group of stakeholders with an interest in peatland habitats in Cumbria. The Partnership works collaboratively to develop and deliver peatland projects across the county.

## **Main Responsibilities and Accountabilities:**

- Working closely with the PTM lead the development and management of the monitoring and evaluation framework for the Trusts peatland work and support the peatland team to ensure they complete all correct paperwork associated with claims and reporting and that it is collated and submitted on time to funders.
- Working closely with the PTM lead the development and management of peatland project procedures and maintain project management systems.
- When required, line manage other members of the peatland team.
- When required, oversee the team's data management and sharing data with partners.
- Provide a secretariat service for the Cumbria Peat Partnership and work with the PTM to build its capacity and ensure peatland delivery in Cumbria is strategically planned and implemented.
- Assist the PTM to develop and deliver of a programme of peatland projects in a manner that is consistent with the Trust's strategic priorities, policies and plans, and ensuring they contribute to the development and creation of a Nature Recovery Network across Cumbria.

- When required, lead and also assist other members of the peatland team in the delivery of individual peatland projects.
- With other peatland staff, work to influence the behaviour and activities of individuals, farmers, landowners and external organisations through the provision of peatland advice and information.
- Promote the Trust's peatland work through use of social media (e.g. Twitter & Facebook), the Trust website, writing articles for Trust publications and delivering both internal and external presentations.

### **Supporting the Trust**

- Be proactive in increasing the Trust's membership.
- Raise the profile of Cumbria Wildlife Trust.
- Seek to raise increased funds for the Trust.
- Develop and participate in educational aspects of the Trust's work including events, guided walks and illustrated talks.
- Any additional duties as outlined in the Annual Work Plan and the Trust's Universal Work Plan.
- Any other duties that may reasonably arise from time to time.
- All tasks and responsibilities to be carried out in accordance with the Trust's policies and procedures.

**Date: March 2026**

# Person Specification

## Post: Senior Peatland Conservation Officer

### 1. Qualifications & Experience

The post holder will be expected to have qualifications and recent and relevant experience in the following areas:

		Essential	Desirable
1.	Conservation experience gained working within a recognised conservation organisation in a professional or voluntary capacity.	•	
2.	Direct experience delivering all aspects of peatland restoration from initial survey to overseeing contractors, preferably on upland sites.	•	
3.	Experience of ecological surveying and biological recording.	•	
4.	Basic mapping using G.I.S. systems.	•	
5.	Experience in upland walking in hills and mountains.	•	
6.	Liaising with landowners and other stakeholders.	•	
7.	Researching, evaluating and communicating environmental information.	•	
8.	Partnership working with a wide variety of organisations.	•	
9.	Experience in presenting information orally and in writing to a variety of audiences.		•
10.	Experience in using mobile mapper devices for data collection.		•
11.	Line management experience.		•

### 2. Knowledge & Skills

The post holder will have the following knowledge and skills:

		Essential	Desirable
1.	Good understanding of the principles and techniques involved in peatland restoration.	•	
2.	Peatland habitats and their management.	•	
3.	Organise and prioritise work effectively, often to tight deadlines, and monitor outcome.	•	
4.	Focus on tasks and take them through from conception to completion.	•	
5.	Identification of common upland bird and plant species.	•	
6.	Full UK driving licence and access to a vehicle.	•	
7.	Manage data on G.I.S.	•	
8.	Understanding of current agri-environment system.		•
9.	Research, analyse and interpret information.	•	
10.	Policies, legislation and organisations affecting UK wildlife.		•

### 3. Personal Qualities

The post holder should possess the following:

		Essential	Desirable
1.	Ability to maintain high levels of enthusiasm and self-motivation.	•	
2.	Ability to work well on their own initiative and cooperatively as part of a team.	•	
3.	Ability to be flexible and respond to changing situations.	•	
4.	Tact and diplomacy.	•	
5.	Ability to work effectively under pressure.	•	
6.	A strong affinity with wildlife/wildlife habitats.	•	
7.	Ability to work safely and remotely on upland sites in often poor weather conditions.	•	
8.	Ability to disseminate complicated information clearly and concisely to wider audiences.	•	