

Living Collections Assistant – Mammals

Grade: 4

Directorate: Operations

Location: WWT Slimbridge Wetland Centre

Reporting to: Living Collection Supervisor - Mammals

Main function of post: To assist with the day to day husbandry of the mammal collection and provide relief cover for the amphibian and Living Wetland Theatre sections.

Supervisory responsibilities: Volunteers, Work Experience students

Main duties of the post

- To assist with the detailed management of all animals and areas within the mammal collection; to include feeding, cleaning, health checks, census' and exhibit maintenance.
- To ensure that the health of the living collection within the section is of the highest standard including health monitoring, maintaining isolation and quarantine facilities, Zims record keeping, daily counts and monitoring and recording behaviour.
- To ensure scrupulous hygiene standards are practised and maintained in all feed preparation, quarantine and isolation facilities.
- To engage visitors, providing information, giving spot talks and guided tours as part of the core product and events programmes, as well as delivering engaging and educational talks to public audiences daily.
- To be responsible for working within the WWT health and safety policy and guidelines ensuring that the health, safety and wellbeing of yourself and others is an integral part of how you work.
- To promote WWT through participation in media events in liaison with marketing and education departments.
- To assist with general duties in other sections of the presentations team (amphibians and Living Wetland Theatre) where required.

- To work alongside volunteers encouraging, developing and supporting them in their work for WWT, ensuring that they have a positive volunteering experience.
- To be responsible for engaging with the WWT Sustainability Statement, being aware of negative environmental impacts and incorporating sustainable ways of working within your role.
- To interact with our visitors and supporters in a positive way, shaping unforgettable experiences and helping them understand and connect to wetlands.

In addition to the duties and responsibilities listed, the post holder is required to perform any other reasonable duties that may be assigned by the supervisor shown above, from time to time.

Date raised: April 2016

Amended: February 2020

Person Specification

1. Qualifications

Essential:

- Good basic education, with GCSE English and Maths or equivalent passed at grade E or above
- Level 2 certificate in Animal Care

2. Experience

Essential:

- Previous experience of small captive mammal husbandry
- Previous experience of captive amphibian husbandry
- Be computer literate

Desirable:

- Experience in a similar role

3. Managerial & Supervisory

Essential:

- Allocate basic tasks to volunteers

Type of staff	Number managed	Number supervised
Employed Staff	0	0
Volunteers / Casual Workers	0	Up to 2
Contractors	0	0

Desirable:

- Knowledge of preparing risk assessments

4. Responsibility

Essential:

- To assist with best practice management of captive animal habitats

Levels of Responsibility:

Type of Responsibility	Level (£'s)
Expenditure (exc. payroll)	£0
Cash Handling	£0
Assets (required for job, exc. buildings)	Up to £10k
Visitors (per annum)	n/a

5. Creative Ability

Essential:

- To deliver spot talks and presentations as well as providing information to and engaging with visitors
- To maintain captive animal exhibits to ensure highest standard possible

6. Contact

Essential:

- Regular contact with other departments / external bodies / visitors

General Notes

This is a full-time position based at WWT Slimbridge, on a rota basis of 5 days within 7 to include weekends and bank/public holidays and occasional evenings. Your actual times of work will vary according to the needs of the business and your working rota will be notified to you by your Line Manager in advance.

Whilst this post is based at WWT Slimbridge, some travel may be necessary therefore a current driving licence is essential as is willingness to travel to other WWT Wetland Centres.