

Post: Director of Conservation

Grade: 12

Directorate: HQ Conservation

Location: HQ, WWT Slimbridge Wetland Centre

Reporting to: Chief Operating Officer

Main function of post:

To achieve measurable wetland conservation outcomes in line with WWT's overall strategy in the UK and internationally by providing inspiring and professional leadership to the HQ Conservation directorate whilst playing a full role as a member of WWT's Management Board, contributing on Trust wide matters and inspiring all staff and volunteers.

Supervisory responsibilities: The leadership and professional support of the HQ based and out-posted HQ Conservation team including any associated volunteers, research scientists and student placements.

Hours worked: 37.5 hours per week.

Working pattern: Monday to Friday with occasional working on weekends, evenings and bank holidays when required.

Main duties of the post

1. To deliver conservation outcomes in line with WWT's overall strategy through the implementation of HQ Conservation-led programmes in the UK and internationally supported by five year and annual conservation programme work plans.
2. To support the revision and development of HQ Conservation-led programmes to address current and future wetland issues and as part of developing WWT's overall Strategy.
3. To support programmes and plans led by others related to visitor experience and engagement, conservation at our sites, political advocacy and wider conservation communications, ensuring that information on conservation topics is provided as and when appropriate.

4. To be responsible for the development and implementation of WWT's international advocacy and communication work.
5. To support the development of WWT conservation policies in key areas of concern.
6. To provide direction and leadership to all staff and volunteers within the directorate enabling every team member's contribution to be maximised by ensuring that the appropriate levels of direction and support are provided through professional line management in line with WWT's people frameworks.
7. To ensure that WWT's conservation work is based on current evidence and scientific knowledge and, where appropriate, develop WWT and partnership research where they support direct conservation outcomes.
8. To set annual budgets and ensure effective management of agreed budgets in line with WWT procedures and working with other directorates as required, securing funding for WWT's HQ Conservation-led programmes in conjunction with the Marketing & Supporter Development directorate.
9. To work with the CEO and COO to build effective relationships with government, NGOs and other partners in the UK and internationally.
10. To be a Director and Board member of the subsidiary company, WWT Consulting, providing, where practicable, conservation skills and expertise for WWT Consulting projects and to identify any potential consultancy projects to WWT Consulting.
11. To work closely with the Chief Executive, Chief Operating Officer and the Marketing & Supporter Development directorate to ensure the regular communication of WWT's conservation achievements, projects and topical issues internally, through the intranet, in-house magazine, etc. and to the outside world through regular contribution to WWT's Waterlife magazine, website, media and participation in conferences.
12. To contribute to policy development, decision making and direction setting by the Management Board and attending meetings of WWT's Council and Finance Committee as required.
13. Reporting to the Chief Operating Officer on the performance and key activities of programmes managed by the directorate and contributing to the CEO/COO quarterly report to the Council.

In addition to the duties and responsibilities listed the post holder is required to perform any other reasonable duties which may be assigned by the Chief Operating Officer from time to time.

Date raised:

Amended: December 2017

Person Specification

1. Qualifications

Essential:

- Degree in a relevant subject.

Desirable:

- A further degree or post graduate qualification in a relevant subject.

2. Experience

Essential:

- Demonstrable and substantial body of senior leadership experience within a similarly complex, multi-stakeholder organisation.
- Significant experience of delivering conservation programmes and outcomes.
- Experience in and knowledge of UK and international wetland and water related issues.
- Experience of the leadership and development of a multi-disciplinary team.
- Experience of securing funding for projects and conservation activities.
- Experience in financial management, budget setting and control.

Desirable:

- Experience of working on international projects in partnership with governments, NGOs and other organisations.
- Experience of political advocacy, campaign promotion, general communication and public relations.

3. Managerial & Supervisory

Essential:

- Experience in managing the life cycle of team members in accordance with established frameworks to include recruitment of senior and skilled team members, appraising and providing regular feedback and support, managing the performance and development of a multi-skilled team and addressing issues when they arise.
- Experience in the allocation of resources to fulfil priority projects, identifying when team structures need to be re-organised and identifying the need for new or alternative resources as and when required.
- Ability to provide clear leadership and direction, to value all team members and to inspire everyone to be at their best within a large team of diverse people.

Type of staff	Number directly managed	Number supervised
Employed Staff	4	40
Volunteers / Casual Workers	0	8

4. Responsibility

Essential:

- Ability to set and deliver strategic plans engaging a team of people to deliver these plans.
- Ability to make decisions related to WWT wide activity and to prioritise according to the needs of the business as a whole.
- Ability to lead by example displaying the highest levels of personal integrity and commitment, promoting a positive environment based on WWT's values and leadership culture.

Levels of Responsibility:

Type of Responsibility	Level (£'s)
Expenditure (exc. payroll)	£1,000,000

5. Creative Ability

Essential:

- A creative flair for problem solving and conservation innovation.
- Ability to adapt to the challenges and changes of a growing organisation, identifying opportunities as and when they arise.
- Ability to be resilient in overcoming barriers, recovering from setbacks and identifying lessons learnt.

6. Contact

Essential:

- Ability to forge strong relationships across sectors and to represent WWT at the highest level.
 - Ability to effectively negotiate, influence and persuade others at senior levels.
 - The possession of excellent oral and written communication and presentation skills including the ability to present in public.
 - Effective team-working and collaboration skills.
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General Notes

This position will from time to time require work during some evenings, weekends and public holidays to meet the needs of the post.

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