

Job Description - Wildlife Resources Manager (PB5)

Job Summary

As Wildlife Resource Manager, you will work with teams across the organisation to develop and implement Forestry England's Vision for Wildlife Management with a focus on volunteer lead control of squirrel, deer, mink and other species as required ensuring the safety and wellbeing of volunteers and supporting the development of opportunities in this specialist area of wildlife management.

Responding to enquiries related to squirrel and deer control volunteering and provide advice and support to teams to enhance understanding of their roles and responsibilities when managing volunteers, leading control tasks, and establishing new volunteer opportunities.

You will audit and record volunteer-led squirrel and deer control activities to ensure compliance with relevant policies and procedures, including Health and Safety, risk assessments, training, record keeping, and delivery of a high-quality volunteer experience, as well as supporting appropriate volunteer behaviour and assisting with the resolution of any conflicts, encouraging respectful and timely communication between staff and volunteers involved in wildlife management.

Key Responsibilities & Accountabilities

- deliver District Wildlife management strategies through volunteer lead activities
- you will represent Forestry England professionally and positively, acquiring a working knowledge of all the operations it undertakes
- understand safe use of firearms in accordance with current legislation, best practice, and Forestry England policy, and procedures
- understand the requirements of the British Quality Wild Venison standard
- recognise mammal impacts
- support wildlife surveying/monitoring
- liaise with permission holders operating on Forestry England Land
- collaborate with internal teams to engage with external partners and stakeholders, facilitating partnership and third-party volunteer opportunities in squirrel and deer control
- manage the selection and recruitment process for volunteers, overseeing the programme and supporting teams through induction, training, and ongoing coordination
- support volunteers and colleagues to deliver engagement activities and educational events related to grey squirrel and deer management and broader woodland biodiversity issues
- promote and support the use of the Customer Relationship Management System (CRM) across relevant teams to effectively manage volunteer data, communications, and progress
- work with colleagues to ensure the CRM and other record-keeping tools are accurately maintained, with compliance to GDPR and relevant data protection standards
- liaise with teams across the organisation to share best practices, coordinate approaches, and address issues related to squirrel and deer control volunteering

And any other tasks, reasonably requested by your line manager.

Location-Specific Information (optional)

North England (Home and office-based Grizedale or Bellingham)

Skills, Knowledge & Experience

Essential Professional and Technical experience

- keen, demonstrable interest in wildlife, countryside management, and nature conservation
- experience of working with others and co-ordinating individuals

Desirable Professional and Technical experience

- experience of volunteer management
- experience of contact management
- an entry level qualification in squirrel and/or deer management
- knowledge of firearms with a body of experience built up through either employment, volunteering or as a hobby
- an understanding of woodland management and ecology
- an understanding of, and experience in, wildlife management
- competent user of IT including Microsoft Office applications including Outlook, Excel and Word

Qualifications

Essential

- a full UK driving licence
- grade 4 or above in GCSE maths and English

Desirable

- a qualification in mammal management
- a qualification in wildlife or conservation land management