



UNIVERSITY OF LEEDS

CANDIDATE BRIEF

Nature Rich Miterdale Project Assistant, Faculty of Environment



Salary: Grade 5 (£25,742 – £29,605 p.a.)

Reference: ENVEE1738

Please note this post is based at Miterdale, Cumbria

Fixed term until 28 February 2026 – due to external funding

We are open to discussing flexible working arrangements

Overview of the Role

Are you passionate about nature conservation? Do you want to help deliver an ambitious landscape-scale nature restoration project in the Lake District?

The Nature Rich Miterdale project will help restore wildlife rich habitats to a large valley in southwest Cumbria in the Lake District National Park. The project is a partnership between the [School of Earth and Environment](#), National Trust and Forestry England. You will work alongside a team of staff, contractors and volunteers to deliver the Nature Rich Miterdale Project. You will assist in delivering a programme of practical ecological restoration. Working alongside our project partners, you will liaise with and assist contractors in delivering restoration activities, and you will be responsible for coordinating and delivering a programme of practical volunteer activities. You will assist with a wide range of project monitoring and communicate project outputs to a range of stakeholders. You will have experience of practical conservation and ecological restoration projects and of working with volunteers in remote and sometimes challenging conditions.

This is a full time position, based in Miterdale in Cumbria. You will work closely with the Restoring Hardknott Forest and Upper Duddon Landscape Recovery teams. This project is funded by the Government's Species Survival Fund. The fund was developed by Defra and its Arm's-Length Bodies and delivered by The National Lottery Heritage Fund in partnership with Natural England and the Environment Agency.

Main duties and responsibilities

- Liaising with project partners and external stakeholders to ensure effective relationships are maintained to support overall objectives and;
- Contributing to the delivery of practical conservation activities;
- Assisting with commissioning and managing of specialist contractors, including financial reporting, and sourcing and raising purchase orders for service;
- Coordinating and delivering a programme of volunteer events;
- Assisting with monitoring activities including mapping and geospatial analysis using appropriate GIS software;
- Maintaining up-to-date knowledge and experience of practical ecological restoration;
- Presenting in-person and virtually to a range of stakeholders and partners;



- Contributing to the safety and well-being of staff and volunteers in a remote outdoor location;
- Maintaining your own continuing professional development including attending training events and visits to similar projects.

These duties provide a framework for the role and should not be regarded as a definitive list. Other reasonable duties may be required consistent with the grade of the post.

Qualifications and skills

Essential

- Knowledge and enthusiasm for ecological restoration and nature conservation in the UK uplands;
- Experience of successfully working in partnership with a range of stakeholders including farmers and community groups;
- Experience of delivering practical conservation activities, particularly in the UK uplands;
- Experience of working with volunteers in the outdoors;
- Experience of safely working outdoors in challenging terrain and weather conditions of the UK uplands;
- Experience of working with young people;
- The ability to work on own initiative to organise, prioritise and plan work independently and effectively to meet tight deadlines;
- A full UK driving licence and access to a vehicle insured for business purposes.

Desirable

- NPTC chainsaw level 2 (or equivalent);
- An Outdoor First Aid qualification;
- Experience in carrying out a range of monitoring and data collection;
- Experience communicating project outcomes to a wide variety of audiences;
- Experience with use of GPS and GIS mapping systems.



How to apply

You can apply for this role online; more guidance can be found on our [How to Apply](#) information page. Applications should be submitted by **23.59** (UK time) on the advertised closing date.

Please note: If you are not a British or Irish citizen, from 1 January 2021 you will require permission to work in the UK. This will normally be in the form of a visa but, if you are an EEA/Swiss citizen and resident in the UK before 31 December 2020, this may be your passport or status under the EU Settlement Scheme.

Additional information

Find out more about the [School of Earth and Environment](#)

Find out more about the [Faculty of Environment](#)

Find out more about our [Research and associated facilities](#).

Find out more about [equality](#) in the Faculty.

A diverse workforce

As an international research-intensive university, we welcome students and staff from all walks of life and from across the world. We foster an inclusive environment where all can flourish and prosper, and we are proud of our strong commitment to student education. Within the Faculty of Environment we are dedicated to diversifying our community and we welcome the unique contributions that individuals can bring, and particularly encourage applications from, but not limited to Black, Asian and ethnically diverse people; people who identify as LGBT+; and people with disabilities. Candidates will always be selected based on merit and ability.

The Faculty of Environment has received a prestigious Athena SWAN silver award from [Advance HE](#), the national body that promotes equality in the higher education sector. This award represents the combined efforts of all schools in the Faculty and shows the positive actions we have taken to ensure that our policies, processes and ethos all promote an equal and inclusive environment for work and study.



Working at Leeds

We are a campus based community and regular interaction with campus is an expectation of all roles in line with academic and service needs and the requirements of the role. We are also open to discussing flexible working arrangements. To find out more about the benefits of working at the University and what it is like to live and work in the Leeds area visit our [Working at Leeds](#) information page.

Candidates with disabilities

Information for candidates with disabilities, impairments or health conditions, including requesting alternative formats, can be found on our [Accessibility](#) information page or by getting in touch with us at disclosure@leeds.ac.uk.

Criminal record information

Rehabilitation of Offenders Act 1974

A criminal record check is not required for this position, however, all applicants will be required to declare if they have any 'unspent' criminal offences, including those pending.

Any offer of appointment will be in accordance with our Criminal Records policy. You can find out more about required checks and declarations in our [Criminal Records](#) information page.

