

Terms and Conditions

Post Title: Skiddaw Project Manager

1. **Salary:** £33,960 per annum (Year 1, Grade 6.1) plus pension contribution of 9% based on 35 hours per week. Annual increments of approximately 2% each year of years one to five. T&Cs apply.
2. **Duration of post:** Permanent. All employees new to Cumbria Wildlife Trust undertake a probationary period of 6 months, in which time they are expected to establish their suitability for the post.
3. **Hours per week:** 35 hours, normally worked between 9.00 a.m. to 5.00 p.m, Monday to Friday. Some out-of-hours work may be required, for which time off in lieu is given. The Trust operates a Flexi-time policy.
4. **Holidays:** 30 days per annum, including public holidays. After 1 year's continuous employment with the Trust, employees are entitled to an extra day's holiday entitlement for each subsequent complete year of service, up to a maximum of 5 extra days.

The Trust has a Christmas close down and additional ex gratia holiday entitlement is given to employees to cover the period between Christmas and New Year.

5. **Place of work:** Cumbria Wildlife Trust Offices at Plumgarths, Crook Road, Kendal, Cumbria LA8 8LX
Or
Cumbria Wildlife Trust offices at Gosling Sike, Houghton, Carlisle, CA3 0LD
6. **Applications:** Completed application forms should be returned with a separate cover letter as an attachment, outlining the candidate's suitability for the post to admin@cumbriawildlifetrust.org.uk or by post to Claire Shepherd, HR Manager, Cumbria Wildlife Trust, Plumgarths, Crook Road, Kendal, Cumbria, LA8 8LX.

Only short-listed candidates will be contacted. If you have not heard anything within 14 days of the closing date, please assume your application has not been successful.

7. The closing date for applications is **09:00 on Monday 4 November 2024.**
8. Interviews will be held on **Monday 11 November 2024** at our offices in Kendal, with second interviews to be held on **Tuesday 19 November 2024.**
9. Applicants shortlisted for an interview will be asked to declare any convictions, cautions, reprimands or final warnings that are not 'protected' as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013).

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website: www.gov.uk/government/organisations/disclosure-and-barring-service.

10. Any further enquiries should be directed to Joe Murphy, Head of Reserves Joem@cumbriawildlifetrust.org.uk or by calling 01539 816 300.

11. Further Information:

Skiddaw Forest includes Skiddaw summit and c1200 hectares of wild upland landscape. It is designated a Site of Special Scientific Interest and a Special Area of Conservation; it is of international importance for its upland habitats and species.

Cumbria Wildlife Trust is purchasing Skiddaw Forest, so we now have a unique opportunity to make changes for nature by bringing back a mosaic of habitats on a truly landscape scale. The opportunity to restore land and natural processes at this scale is very rare.

Skiddaw Forest forms the centre of the Skiddaw massif, a well-known and well-visited part of the National Park. The land forms the central "bowl" of the Skiddaw massif and it supports a number of special and important habitats restricted to the uplands; blanket bog, upland heathland and montane grass heath being most prominent. The area has an outstanding upland breeding bird assemblage. Skiddaw Forest sits within a ring-fence and is not grazed by either sheep or deer.

We currently manage 42 nature reserves across Cumbria with Skiddaw Forest being our 43rd and will be the highest Nature Reserve in England.