

## JOB DESCRIPTION

# Lound Lakes Warden

---



<b>OFFICE BASE:</b>	E&S Water, Lound Lakes, 4 days/week; SWT Carlton Marshes 1 day/week.
<b>WORK HOURS:</b>	37.5 hours per week, to include 2 weekend days per month, occasional evenings/early mornings, with time off in lieu
<b>SALARY:</b>	£21,500 - £23,000 pa dependent on experience
<b>REPORTING TO:</b>	E&S Water, Broads Sites Manager
<b>RESPONSIBLE FOR:</b>	Team of reserve volunteers. Managing corporate relationship with E&S Water.

### OVERALL PURPOSE OF ROLE

---

Suffolk Wildlife Trust is the leading conservation organisation in Suffolk, committed to achieving the best outcomes for biodiversity on its reserves. Suffolk Wildlife Trust manages Lound Lakes in partnership with Essex and Suffolk Water to deliver excellent conservation management at Lound Lakes.

The Lound Lakes Warden is a key member of the Broads team and will work 1 day/week to support the Broads Sites Manager to achieve the successful delivery of conservation management on all Trust reserves in the Suffolk Broads.

You will be committed to recruit, develop and lead a team of volunteers to achieve excellent conservation management in accordance with the Trust's conservation objectives at Lound Lakes.

You will ensure accessibility and a welcoming atmosphere at Lound Lakes and across Suffolk Wildlife Trusts Broads reserves. Your friendly and engaging manner will help ensure all reserve visitors have a fulfilling and enjoyable experience.

You will be an ambassador for Suffolk Wildlife Trust and Essex and Suffolk Water, seeking opportunities to raise awareness of the Trust's partnership work through social media and events.

The nature of this role means a driving licence is essential.

## MAIN RESPONSIBILITIES

---

1. **Work under the direction of the Broads Sites Manager to ensure Essex and Suffolk Water's Lound Lakes reserve is managed in accordance with conservation objectives**
  - Undertake the habitat management activities set out in the agreed reserves management plan and agri-environment scheme.
  - Prepare, update and implement reserve management plan.
  - Produce annual report for SWT and quarterly Wardens reports for E&S Water.
  - Responsible for the care and maintenance of all relevant machinery and equipment.
  - Undertake such survey work as is required for monitoring.
  - Warden the Lound Lakes reserve on two weekend days each month.
  
2. **Support the Broads Sites Manager to ensure SWT's Broads reserves are managed in accordance with conservation objectives**
  - Undertake habitat management activities as directed
  - Assist with care and maintenance of all relevant machinery and equipment.
  - Undertake such survey work as is required for monitoring
  
3. **Lead and manage the Trust's Lound Lakes volunteers**
  - Provide leadership and support to team of volunteers in the management of Lound Lakes.
  - Recruit, encourage and support volunteers in the management of the reserve.
  
4. **Develop the role of Lound Lakes as a flagship for the Trust's partnership work**
  - Work with the partner organisation, landowners and colleagues to rebuild biodiversity and deliver the Trust's Broads Living Landscape Vision
  - Raise awareness of conservation objectives through social media, events and guided walks
  - Work with colleagues to represent Suffolk Wildlife Trust and Essex and Suffolk Water in the media
  - Work with colleagues to support learning activities at Lound Lakes.
  - Use your skills and experience to support the Trust's overall conservation objectives at Lound Lakes and in the Suffolk Broads
  
5. **Implement best practice across the Trust's reserve management**
  - Ensure Essex and Suffolk Waters Health & Safety standards are met and maintained at Lound Lakes.
  - Ensure Health & Safety procedures are communicated and adhered to by all volunteers at Lound Lakes and on SWT's Broads reserves
  - Ensure all volunteers are aware of and abide by relevant SWT policies and codes of practice
  
6. **Be an ambassador for Suffolk Wildlife Trust and Essex & Suffolk Water across all your day-to-day activities**