



ROLE DESCRIPTION & PERSON SPECIFICATION

Pond Surveyor (Casual)

BASE OF WORK:

Booked House with regular travel across the county.

REPORTING TO:

Farm Wildlife Adviser

VOLUNTEER MANAGEMENT

Support with coordinating, transporting & traveling with volunteer pond surveyors.

ROLE PURPOSE

Suffolk Wildlife Trust is an inspiring and impactful organisation with a compelling vision for our county “[A Wilder Suffolk where nature is thriving and abundant because everyone is doing more to help](#)”.

In the decade to 2030, we are committed to scaling up our activities across the county, to bring nature back to Suffolk. Our aim is for 30% of our county to be connected and well looked after for nature by 2030, so that our species and habitats can recover and thrive – and for 1 in 4 people to be actively helping to achieve this.

As a Seasonal Pond Surveyor, you’ll play a key role in monitoring newly created or restored ponds for great crested newts. You’ll travel to ponds across the county to carry out eDNA sampling and pond surveys, helping us understand how wildlife is responding to habitat improvements and enabling us to share valuable insights with landowners and partners.

MAIN RESPONSIBILITIES

- Work alongside the Suffolk Wildlife Trust Farm Advice Team and volunteer surveyors to ensure effective communication and coordination.
- Conduct field visits with volunteer surveyors to approximately six ponds each day for the collection of water samples used in great crested newt eDNA testing.
- Participate in essential training sessions, including health and safety protocols and eDNA surveying techniques.
- Prioritise safety by working in pairs for all tasks, with a dedicated volunteer accompanying you on every survey.
- Navigate to multiple farm survey sites across Suffolk, which may be located in remote or rural areas.
- Manage a typical survey day from 9 am to 5 pm, inclusive of travel time, with potential long walks across uneven farmland.
- Ensure the safe transportation of equipment and collected samples back to Brooke House at the end of each survey day.
- Receive provided health and safety equipment and training to maintain a secure working environment.

Ensuring appropriate reporting of all accidents, near misses, and incidents to identify causes and prevent recurrence. Use your skills and experience to contribute holistically to the Trust’s vision for a Wilder Suffolk.

PERSON SPECIFICATION

Essential

- A personal commitment to the Suffolk Wildlife Trust's mission of restoring nature.
- Approachable, adaptable and respectful.
- Capable of coordinating & supervising volunteers and interacting with landowners.
- Organised and skilled in problem-solving, with the ability to plan site visits and navigate farms using maps.
- Confident IT skills & in using phone apps to submit survey data.
- Able to walk long distances across sometimes uneven, muddy farmland while carrying equipment.
- Familiar with working in rural settings, including knowledge of the countryside code and the ability to identify hazards and avoid risks on farms.
- Work comfortably in remote areas where facilities may be limited.
- Hold a full UK Driving Licence and access to a vehicle (a pool car may be available to use).

Desirable

- Survey experience
- Basic knowledge of UK pond wildlife.

ADDITIONAL INFORMATION

- Casual Worker Agreement. Flexible hours available until 31 June 2026.
- The role may entail some evening and weekend working.
- The role requires an interest in working for a charity that is determined to protect wildlife for the future and for the people of Suffolk.
- The role requires the ability to drive, including a full driving licence and use of a vehicle, though pool vehicles may sometimes be available.

OUR BELIEFS, VALUES & CULTURE

At Suffolk Wildlife Trust, our organisational culture matters. It helps us achieve more for wildlife and shapes how we work together every day. Your job description sets out what you'll do; what matters just as much is how you do it. We are a gutsy organisation - showing courage, determination & spirit - learning from experience and embracing new ideas. We are driven by our shared beliefs, organisational values and passion to achieve more for nature, and by supporting one another, staff & volunteers, to deliver our best.

Everything we do is anchored in our fundamental belief in the natural world: nature has value in its own right, we all share a responsibility for it and society thrives when nature thrives. Our values guide our decisions and how we operate: we show **tenacity** by leading by example and using our voice boldly for nature; we champion **inclusion** by valuing and respecting diverse voices and thinking; and we practise **pragmatism** by focusing on impact & choosing the methods, solutions and partnerships that best support nature's recovery. Our culture brings these beliefs and values to life: we are nature-led, collaborative and trusting; we are reflective and evidence-led & we always work safely and responsibly.

WILD ABOUT INCLUSION

We are committed to being an inclusive organisation where everyone is welcome. As a conservation charity, we recognise the value of diversity both in nature and in our staff & volunteers. Suffolk Wildlife Trust is an organisation where everyone feels respected, valued & empowered to contribute, so that together we can deliver our vision, mission & strategic goals for a wilder Suffolk.