



# Wild Service

## JOB DESCRIPTION

Job Title:	Director of Ecology (Managing Director)
Responsible to:	GWT CEO
Responsible for:	Leading on the development of the business, with a particular focus on ecological consultancy and green infrastructure#

### **Introducing Wild Service: a unique ecological and land management consultancy from the Wildlife Trusts**

Wild Service is a consultancy developed out of a partnership between Avon and Gloucestershire Wildlife Trusts. It offers a full range of land management and ecological consultancy services. The company is conservation-led and has developed a range of services to meet the needs of the construction, development, wildlife conservation and land-based business sectors.

Wild Service was formed in 2014, a merger of two smaller consultancies run by Avon and Gloucestershire Wildlife Trusts. It is governed by a Board which includes representatives from both parent charities. Profits from the consultancy are shared equally between the two Wildlife Trusts. Wild Service has its main office in Gloucester, with a smaller ecology team working out of Avon Wildlife Trust's offices in Bristol. Support services and management of the Director of Ecology are provided by Gloucestershire Wildlife Trust.

Today Wild Service employs 8 staff, a mix of experienced ecologists and land managers. The company has a wide range of clients, with a focus on conservation-led projects that deliver positive gains for wildlife. In the last couple of years Wild Service has developed an interest in the opportunities arising from high-quality green infrastructure, prompted by the development of 'Building with Nature', a new benchmark that has been developed in a project led by Gloucestershire Wildlife Trust and the University of the West of England.

Go to [www.wildservice.net](http://www.wildservice.net) for more information.

## Key Objectives of Job

- To set the strategic direction and business plan for Wild Service – and to build a strong and resilient consultancy to deliver the plan.
- To set and deliver on income targets for the business, maximising returns to the parent charities while at the same time investing in and growing Wild Service.
- Work closely with the Board of Directors and the GWT CEO (as line manager) to meet key strategic, financial and performance goals.
- To deliver high-quality ecological consultancy services to clients of Wild Service as the most senior professional consultant, acting as Principal Ecologist for the business.
- To ensure the high quality of the ecological advice and services delivered by Wild Service through support for and development/training of other consultancy staff, as well as through the peer-review of their work.
- Take a proactive role in developing specialist services that support the planning, delivery and maintenance of high quality green infrastructure, maximising use of the Building with Nature benchmark developed by the Gloucestershire Wildlife Trust.

## Main responsibilities

1. Responsible for the growth and development of Wild Service consultancy services, working alongside the Director of Land Management and the Board to identify opportunities and potential new work streams.
2. Support the development of Wild Service as a green infrastructure consultancy recognising the opportunities to design and deliver development which is wildlife rich, accessible, supportive of flourishing communities and meets local policy objectives.
3. Lead financial planning and control within the ecology team, to include collaborating on the yearly budgets and individual project financial analysis.
4. Take overall responsibility for the recruitment, development and support of the staff in the business.
5. Develop a plan for building capacity in the team to match growth in the business, in terms of staff, infrastructure and other resources.
6. Deliver high-quality consultancy advice and services through management of the ecology team across two offices (Bristol and Gloucester) and to oversee work of the Land Management team and to maximise opportunities for collaboration.
7. Build effective and lasting working relationships with existing and new clients. Prepare tenders and quotes for potential new work, including large -scale and complex projects.
8. Ensure all ecology work produced by Wild Service is reviewed before it is sent out to clients to ensure that it meets professional and technical standards.
9. Play a key and active role in promotion and marketing of the Consultancy's services, including development and updating of the web-site, preparation and distribution of

promotional material, presentations and talks to target audiences, and other marketing and business development initiatives.

10. Direct all chargeable and non-chargeable work by the consultancy staff, including monitoring progress and performance to ensure that all chargeable work is delivered on time and within budget. Produce regular financial and progress reports.
11. Ensure that all projects are adequately resourced, managed and administered. This will involve working closely with the admin team to ensure the smooth flow of projects from quoting stage to invoicing.
12. Maintain personal professional development to keep expertise and skills up to date.

## **Person Specification**

### **Experience**

- At least five years of relevant experience working as an ecological consultant at a senior level
- Some experience of developing an active approach to green infrastructure in commercial or housing development
- Demonstrable experience in EClA/EIA, designing and implementing ecological mitigation projects
- Experience of managing budgets and contracts
- Experience of business development, marketing and creating marketing materials.

### **Knowledge and skills**

- Knowledge of relevant UK and European conservation and/or planning legislation
- Sound field skills covering a range of taxa, preferably with specialist knowledge of particular species and groups
- Familiar with the Natural England/Welsh Assembly Government EPS licence application procedure
- Comprehensive knowledge of the planning system
- A high standard of skills in report writing
- Excellent IT skills, preferably including GIS and mapping

### **Qualifications**

- A minimum of a first degree in Environmental Science (or similar subject)
- Preferably a higher degree in a related discipline
- Full membership of an appropriate professional body such as IEEM
- Full driving licence

### **Qualities**

- Experienced in management of self and others, including demonstrable track record in working effectively as part of a small professional team
- Ability to work independently
- Ability to mentor and support junior team members
- Willingness to work unsocial hours
- Outgoing and able to promote the consultancy to a wide audience
- Interested in continuing professional development