



**Sheffield &
Rotherham**
Wildlife Trust

APPLICANT PACK: Land Team Manager

December 2025



ABOUT SHEFFIELD & ROTHERHAM WILDLIFE TRUST

Sheffield & Rotherham Wildlife Trust is an independent, local, environmental charity governed by a Board of Trustees drawn from our local community. We are one of 46 Wildlife Trusts working across the UK for nature and people.

We are working towards an exciting and ambitious Strategy 2030 which is summarised below:

Our Vision

Throughout Sheffield & Rotherham, from our streets & neighbourhoods to the wider countryside, there will be an abundance of nature that is protected, cared for and experienced by everyone.

Our Ambitions

- 30% of land and water is great for nature by 2030 and an abundance of wildlife everywhere
- 1 in 4 people taking action for nature
- 5 minutes to nature for everyone

Our teams protect important wildlife, habitats and green spaces that matter to local people. We directly manage 15 Nature Reserves, thanks to our many volunteers and dedicated staff, including the internationally important moorland at Blacka Moor, the much-loved Wyming Brook, the beautiful woodlands at Greno Woods and the locally important 'space to breathe' at Sunnybank.

Recent projects to support nature recovery include the delivery of natural flood risk management schemes with the Environment Agency on the Rother, recording the return of the otter along the River Don and producing the first ever State of Nature report for Sheffield. We are the lead partner for the successful Sheffield Lakeland £4 million Heritage Fund landscape partnership. We are working with others to ensure that tree planting and woodland creation is coordinated through the South Yorkshire Woodland Partnership.

Every year we engage with thousands of people of all ages, and have over 6,000 subscribing members and a rapidly growing social media following. We support our local community to take action for nature, campaigning on local issues that threaten



our natural environment and wildlife. Recent campaigns include saving Owlthorpe Fields, which faced the threat of development but has now been partly designated as a Local Wildlife Site. We also support the Sheffield Swift Network helping to address the decline in swift populations and we set up and support the Sheffield Street Tree Partnership.

Working with our local communities is central to what we do, helping people to better connect with nature. Projects such as Nextdoor Nature empowers people to take action in their local green spaces. Our Outdoor Learning team provides opportunities for children and young people of all ages and abilities to enjoy and appreciate nature. For older, vulnerable, and isolated adults, our Wild@Heart nature programme provides dedicated activities to enjoy nature and nature's benefits.

Wildscapes consultancy works to improve places for people and wildlife by providing a range of land management and ecology services. Profit generated by the social enterprise is reinvested back into the Trust's charitable activities - into our nature reserves, wildlife conservation, community engagement and campaign work.

Wildscapes Consultancy's turnover and profitability has grown considerably in recent years and there is potential to build on this further through the existing pipeline and framework agreements as well as some exciting opportunities in development.

The consultancy can work across the country but has a regional focus, delivering contracts both through Sheffield and Rotherham Wildlife Trust and the subsidiary 'Wildscapes Community Interest Company' (CIC). All staff are employed by the Trust. The Consultancy Manager reports to a small Board and the CEO of the Trust.

Services include:

- Ecology: biodiversity net gain, protected species and habitat surveys, licensing, mitigation, management plans, planning and architect support.
- Land Management: habitat creation, moorland restoration, fencing, tree planting, site maintenance, school grounds, soft landscaping etc.
- Water contracts: creation/restoration of ponds through the GCN DLL framework and private contracts, river restoration and natural flood management.

To find out more about our work please take a look at our websites here:

<https://www.wildsheffield.com/>

<https://wildscapes.co.uk/>



ABOUT THE ROLE

To lead and manage the delivery of land management contracts and internal work, including work required as part of district level licensing (DLL) great crested newt (GCN) pond work, ensuring work is delivered to an excellent standard for clients and the CIC.

Manage the delivery of all contracts and work across the region with support from the wider team to ensure all work is completed to high quality standards.

Core tasks cover the whole project process from meeting prospective clients, tendering for work and delivery, and includes site, staff and budget management together with client/landowner engagement and sub-contractor liaison.

When required, to provide advice and support to the wider Wildscapes Team for the delivery of a range of wider projects and contract work.



JOB DESCRIPTION

JOB TITLE: Land Team Manager (permanent)

JOB NUMBER: LTM-25

RESPONSIBLE TO: Nature Recovery Development Manager

RESPONSIBLE FOR: Land Team Officers and Casual Staff

SALARY: £36,733.82 per annum (PM Grade)

HOURS: 37.5 (1 FTE)

CONTRACT: Permanent

LOCATION: Flexible and blended working from office, home and on site

OVERALL PURPOSE

Manage one of Wildscapes key business units - land management - whilst supporting the other units (water and ecology inc BNG) as required.

To lead and manage the delivery of land management contracts including external and internal work, including work required as part of district level licensing (DLL) great crested newt (GCN) pond work, ensuring work is delivered to an excellent standard for clients and the CIC.

Manage the delivery of all contracts and work across the region with support from the wider team to ensure all work is completed to high quality standards.

Core tasks cover the whole contractual process from meeting prospective clients, tendering for work and delivery, and includes site, staff and budget management, together with client/landowner engagement and sub-contractor liaison.

When required, to provide advice and support to the wider Wildscapes team for the delivery of a range of wider projects and contract work.



MAIN DUTIES

- Secure internal and external contracts through a range of mechanisms including dealing with general enquiries and proactively seeking tender opportunities.
- Manage the land teams budget and finances, including overseeing purchase ordering and invoicing. Allocate resources appropriately for contracts including staffing, subcontractors, equipment and materials. Plan project delivery timelines to ensure the project meets budget and quality objectives.
- Support senior management in developing the future income pipeline and budget forecasting.
- Maintain and develop excellent relationships with all clients including businesses, national and local government, private landowners, NGOs and any others.
- Deliver all works to specification and to a high standard, managing works and subcontractors in accordance with all H&S legislation including CDM Regs 2015.
- Ensure all administration of contracts is delivered to the right quality and in a timely way, with support from the wider team.
- Represent Wildscapes in a professional manner at site and other meetings as required.
- Ensure that the team undertakes effective pre-project checks such as desk-top surveys, field surveys, utilities reports, etc.
- Provide a watching brief / supervision of team members and/or sub contractors during delivery work to ensure projects are delivered to specification. Cross-team support may be required.
- Undertake Cost Value Reviews (CVRs) of the delivery phases of contracts to ensure cost control and that all deliverables are achieved to budget. Continue to develop more efficient ways of delivering contracts.
- Liaise with the wider team as appropriate including water, ecology and admin, finance, marketing and contract management functions.



- Provide effective line management to a small team providing professional development, training, instruction, on site support and work scheduling.
- Seek out new clients and identify new business opportunities.
- Build excellent customer relationships and ensure work is completed to the standard expected by the client. Ensure there is effective on-site customer communication and quality assurance.
- Maintain Wildscapes' tools & equipment. Contribute to the effective running of the operational base / HQ working with the wider team to do so.
- Ensure an excellent level of H&S across all contracts and adhere to Sheffield and Rotherham Wildlife Trust Health & Safety Policy and Procedures.
- Keep up to date with the relevant environmental regulations, planning requirements, wildlife legislation and best practice. Deliver all according to SRWT's policies (e.g. environmental, HR and health & safety policies).
- At times, work unsociable hours as required by the business in order to deliver specific contracts.
- Work to and promote the Trust's charitable objectives, strategy, policies and procedures, including the Trust's culture statement at all times.
- Contribute to and engage with the work of the Trust, including in campaigns and all-staff activities.
- Present a professional image of the Trust and consultancy at all times.
- Any other relevant duties required of the postholder appropriate to this grade.



PERSON SPECIFICATION

CRITERIA	ESSENTIAL (E) or DESIRABLE (D)	STAGE CRITERIA IS ASSESSED
EXPERIENCE		
3+ years experience delivering a range of conservation contracts in a commercial environment	E	A
Experience of organising and supervising contracts and teams on site, including H&S	E	AI
Experience of writing or assisting with tenders and quotes	E	AI
Experience of managing a budget of at least £250,000	D	AI
Experience of representing the CIC	E	AI
Experience of delivering a range of habitat contracts and working with heavy plant	E	A
KNOWLEDGE		
Excellent understanding of land management work and nature-based solutions.	E	AI
Strong knowledge of project and contract management processes	E	AI
An excellent working knowledge of Health and Safety in relation to contract delivery	E	AI
SKILLS & QUALIFICATIONS		
Full driving licence.	E	A
Ability to use and develop commercial acumen in approaching contracts and projects.	E	I
Good numerical skills with the ability to price services to ensure competitiveness and cost effectiveness	E	IT



Competent in writing and monitoring robust health & safety risk assessments and method statements	E	IT
Good verbal and written communication with the ability to convey technical information to clients and casual staff	E	AI
Likely to have a level 6 qualification or equivalent experience	E	A
Ability to build effective working relationships with clients, suppliers and sub contractors.	E	IT
First Aid at Work certificate	D	A

PERSON SPECIFICATION

CRITERIA	ESSENTIAL (E) or DESIRABLE (D)	STAGE CRITERIA IS ASSESSED
PERSONAL QUALITIES		
Excellent time management skills	E	A
Attention to detail with a keen eye for quality	E	I
High level of enthusiasm, motivation and professional demeanour	E	I
A commitment to biodiversity and conservation	E	A
Good level of physical fitness and the ability to work on remote	E	AI



sites not accessible by vehicle		
Ability to deal with complaints / enquiries from the public in a polite and professional manner	E	AI
Demonstrable ability to problem solve on the job	E	I

* A = Application I = Interview T = Task

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DETAILS OF EMPLOYMENT

Salary: £36,733.82 PM Grade pro rata at 1 FTE.

Pension:

All staff who earn over £192 per week (£833 per month) and over 22 and under pensionable age, are automatically enrolled on the SRWT pension scheme.

Following a 3-month postponement, the pension contribution is based on a total of 8% minimum level, 3% by SRWT and 5% by employee.

After 6 month's service (subject to successful probationary period), the employee will be entitled to a 9% contribution which need not be matched.

Anyone who does not meet eligibility criteria will have the opportunity to join the scheme should they wish, although they will not qualify for SRWT contributions.

Working Hours:

The working week for this post is 37.5 hours, exclusive of lunch breaks. The post may involve some evening and weekend work for which time off in lieu can be taken. Flexi-time arrangements can be made at the line manager's discretion.

Location:

The post will be based at the Trust's main office on Stafford Road. Staff have the opportunity to blend working, combining home and office working. However it is expected that the post holder will be required to visit other work sites and will work throughout the region.

Probationary Period: All new employees are required to undertake a period of probation for 6 months, in which they will be expected to establish their suitability for the post.

Annual Leave: 31 days holiday, (including 8 bank holidays and 3 days to be taken between Christmas and New Year, 8 bank holidays) pro rata. Staff will also receive a holiday bonus of 1 day per year for the first five years of full time service up to a maximum of 36 days per year. Annual leave entitlement is pro rata for all part time staff.

Length of Contract: Permanent subject to business performance.

Transport provision: Trust staff are required to use public transport wherever practical. However the post holder will have use of a pool of Trust vehicles when needed.

Equal Opportunities: Sheffield & Rotherham Wildlife Trust is striving to be an equal opportunities employer and selection of applicants is based on merit. Please request the full policy document for further details.

Safeguarding: In line with Sheffield & Rotherham Wildlife Trust's commitment to safeguarding the postholder for this role will be subject to reference checks.



WORKING FOR SRWT

The Trust has a suite of policies and procedures that are designed to provide a framework for how we work and support our staff. The following are particular areas that we have given focus to under our current strategy.

CARBON REDUCTION

The reality and threat of climate change is sadly increasing year on year. Alongside our work to tackle the nature emergency in Sheffield & Rotherham, we are also working to help tackle the climate emergency.

We are doing this through our strategic work, by delivering nature-based solutions that can help lock up carbon and manage flood risk for example. But in addition to that, we are reviewing our day to day operations to seek opportunities to reduce our own carbon footprint wherever we can. Our strategic ambition is to be zero carbon by 2030 and are currently working to an action plan to help us identify and prioritise where we can reduce our carbon emissions before then turning our focus on how we can offset emissions and use our extensive knowledge & experience of working to protect nature, to implement nature-based solutions that lead to carbon sequestration.

EQUALITY, DIVERSITY & INCLUSION

We believe that equality, diversity and inclusion is an essential part of what we do and how we achieve our vision for wildlife. Our workforce, volunteers, and the communities we work with deserve equality of opportunity, benefit from embracing diversity and thrive in an inclusive environment.

The Trust is committed to providing equality of opportunity, addressing lack of diversity and creating an environment that promotes inclusivity. We do not tolerate discrimination, harassment and bullying and aim to provide a working environment where opportunities for recruitment or progression are based solely on merit.

SAFEGUARDING

Sheffield and Rotherham Wildlife Trust is deeply committed to safeguarding and promoting the welfare of all children, young people and adults involved in our work across the Trust.

The Trust delivers a range of activities for children, young people and adults that includes some risk of harm. We come into contact with many people as we undertake our day to day work right across the Trust - from responding to customer enquiries, recruiting members, helping the public on site, delivering activities or supporting a placement student or volunteer. In view of this our safeguarding policy & procedures form a thread across all staff and teams from recruitment to the day to day work we carry out.

Our Safeguarding Group plays an important role in leading our safeguarding activity and all staff carry responsibility in their work. We apply to the Disclosure & Barring Service for an appropriate



level of disclosure, and also seek references for successful candidates. All staff take part in a safeguarding induction and identified roles undertake more specific safeguarding training.

