



Job Description

JOB TITLE:	Conservation, Community and Research Lead
GRADE:	Scale I £31,344 to £34,234
HOURS:	40
REPORTS TO:	Animal Centre Manager
CAMPUS:	BCA
JOB PURPOSE:	Develop and deliver a strategy to drive forward the animal centres contributions to conservation, research and public education, in relation to BIAZA requirements. Provide a link between the centre and curriculum teams to ensure an outstanding experience for students, members of the public and other key stakeholders.

Main Duties

1. Design, plan and coordinate public education activities for members of the public, utilising both the zoo and livestock areas, to meet financial and curriculum targets.
2. Lead on the development of the work experience module for learners on the animal centre, in collaboration with the curriculum team to ensure practical sessions are enabling learners to develop the knowledge and skills required for industry.
3. Build strong relationships with external stakeholders (including but not limited to schools, industry partners, education sector organisations) to drive forward the development of the animal centre and student experience.
4. Provide support and carry out line management responsibilities to our weekend animal technicians and our cover technician.
5. Develop and foster partnerships within the local community, ensuring that BCA Zoo is accessible, inclusive, and responsive to the needs of diverse audiences.
6. Maintain safe working practices and produce/update risk assessments, policies and ethical reviews for all encounters, experiences and public education activity.
7. Provide practical demonstration, instruction and advice to students and members of the public, sharing a passion and enthusiasm about animal care and welfare, conservation and sustainability.



8. Contribute to BIAZA, UKACT and other industry focused workshops that meet the AMC's aim and objectives of sharing best practice.
9. Manage the AMC's social media resources, website and fully utilise these as marketing tools to share knowledge, best practice and advertise our events and resources, contributing towards the production of marketing and encounter materials i.e. leaflets, certificates, signage etc, where required.
10. Maintain an organised and professional record system for public and school bookings.
11. Carry out evaluations of our conservation, education and research activity by feedback gathering and report writing.
12. Coordinate the setting and achievement of annual targets for research activities, outputs and engagement in ethically robust, industry relevant, research activities led by students, technicians/instructors, lecturers, environmental agencies (estates), BIAZA.
13. Identify external funding opportunities to aid the delivery of long-term research projects.
14. Foster and secure involvement in external research projects and initiatives through engagement with stakeholders such as universities, land-based colleges, industry, citizen science etc.
15. Identify opportunities and coordinate involvement in local conservation projects and work with relevant college managers to maximise onsite conservation potential, contributing to the college's sustainability agenda.
16. Work with the ACM and curriculum team to ensure that species planning is financially efficient and effective to meet the needs of the curriculum, students, commercial activity and progression of the animal centre.
17. Work with the Animal Centre team to meet the specifications required to pass inspection visits for council licence inspections, BIAZA accreditation and other professional memberships.
18. Working with the curriculum and centre teams to help deliver animal management focused taster/insights days, college open days and other college marketing events.
19. Support the Animal Centre team with practical animal care as and when required.
20. To undertake such duties as reasonably fall within the purview of the post.



General Duties

1. Promote a teaching, learning and working environment that is free from discrimination, harassment and bullying, and where all students and staff feel safe to express their individuality.
2. Ensure compliance with, and implementation of, all College policies and procedures with reference, but not exclusively, to Equality and Diversity, Health and Safety, Every Child Matters and those specific to the Animal Centre.
3. Maintain student morale and discipline within the college site.
4. Through CPD, ensure you keep up to date with relevant industry and academic development.
5. Conduct yourself whilst undertaking college duties within the parameters of the Group's values
6. To dress appropriately to maintain standards in personal presentation, tidiness and safety

NOTE

This post is not exempt from the Rehabilitation of Offenders Act 1974. For further details on our policy on the Recruitment of Ex-Offenders can be found [here](#).



PERSON SPECIFICATION
Conservation, Community and Research Lead

	Essential	Desirable	Source of Evidence
Educational & Professional Qualifications			
To hold a recognised qualification in an area of specialism relevant to this role	X		AF
L4 teaching qualification (or willingness to work towards achievement within an agreed time frame)	X		AF
L2 in English	X		AF
L2 in Maths	X		AF
First Aid at Work qualification (or willingness to achieve within an agreed time frame)	X		AF
Experience			
Experience of working in an educational or recognised animal institute at senior level.	X		AF
Experience of working with young people	X		AF
Previous relevant demonstrable experience in an accredited animal collection.	X		AF
Experience in contributing to conservation and research activities	X		AF/IV
Experience of designing, or contributing to the design of, programmes of educational activities	X		AF/IV
Skills, Knowledge & Abilities			
To possess strong practical skills that can be shared with others and be able to comfortably work with a wide range of animal taxa out across Zoo, Ectotherm, Companion and Livestock sections	X		AF/IV
Ability to plan and deliver effective educational sessions to develop knowledge and practical skills	X		AF/IV
Experience of social media and marketing		X	AF
Good customer service skills	X		AF/IV
Good administrative and IT skills e.g. excel, databases, PowerPoint etc	X		AF
To work effectively within a team and with a range of learners, staff and external stakeholders	X		AF/IV



Ability to lead, direct and inspire others within the work environment to meet objectives	X		AF/IV
Current knowledge of research needs and understanding of research implementation processes	X		AF/IV
Up to date understanding of national and international conservation priorities	X		AF/IV
Personal Qualities			
Ability to use own initiative and work effectively and conscientiously with a minimum of supervision to meet deadlines	X		AF/IV
Thorough and conscientious approach to paperwork, systems, stock maintenance, recording and protocols.	X		AF/IV
Ability to communicate effectively, verbally and written, with a wide range of people including adults, young people and external stakeholders	X		AF/IV
Other			
Possession of a driving licence	X		AF
Understanding of Child Protection Legislation and requirements.		X	AF/IV
Ability to undertake the physical elements of the role effectively.	X		AF/IV
Understanding of Health and Safety law and policies.	X		AF/IV
Experience of implementing effective Health and Safety procedures and protocols (Risk Assessments and COSHH).	X		AF/IV
Ability and willingness to work flexibly to meet the needs of the College involving evening, weekend and holiday work.	X		AF

KEY:

Evidence of all of the elements marked AF or AF/IV must be present in the application form in order to be shortlisted for an interview

All of the elements marked IV will be assessed at interview.

All of the elements marked AF/IV will also be assessed at interview.

All or some of the elements may be assessed by the Test/Presentation