

SANDWICH BAY BIRD OBSERVATORY TRUST

JOB DESCRIPTION FOR RESTHARROW SCRAPE ASSISTANT WARDEN VACANCY

- The work of the Assistant Warden will be directed on a day-to-day basis by the Observatory Warden, acting under the overall guidance of the Council of Trustees through the Chair of the Trust.
- The primary role of the Assistant Warden is to support the Restharrow Scrape Development project through interpretative and outreach activity to a range of local community groups

Responsibilities

- 1) To provide interpretative information and support for visitors to Restharrow Scrape.
- 2) To assist in developing interpretative materials in a variety of formats for a variety of needs.
- 3) To carry out outreach activities in relation to the Restharrow Scrape Development project particularly with a younger audience.
- 4) To help update, develop and maintain census records, including relevant sections of the website.
- 5) To assist with the programme of events and activities held at the Field Centre, such as school visits, walks, talks, events and courses.
- 6) To assist with recording the wildlife of Restharrow Scrape and other areas and to assist with local surveys, including organising volunteer support for such surveys.
- 7) To assist with the conservation and management of Restharrow Scrape and other nature reserves, ringing areas and other land managed by the Trust.
- 8) To meet and greet visitors to the Observatory and to support the warden with daily field centre duties. This may include assistance with cleaning of the accommodation and communal areas.

From time to time requests may be made to perform additional tasks not listed in this job description. Such requests will be discussed and agreed upon in advance with your line manager.