** **

**Role: Seasonal Project Officer (Scottish Invasive Species Initiative)**

**Key tasks and responsibilities**

The Seasonal Project Officer will work closely with the Project Officer and Volunteer and Communication Officer to undertake the following tasks:

* Work with the Project Officer to deliver a practical work programme for volunteers.
* Working with local land-managers, ghillies, gamekeepers, communities, volunteers and other stakeholders, recruit, coordinate and maintain a network of volunteers and wildlife management professionals.
* With the Project Officer liaise, motivate and communicate with volunteers as required.
* Organise and where required lead volunteer work parties for the clearance of invasive non-native plants.
* Be responsible for all logistics associated with the deployment and workings of volunteer work parties.
* Ensure that all Health and Safety requirements are met and protocols are followed.
* Record volunteer tasks undertaken and time spent.
* Record the extent and abundance of plants within target populations treated by volunteers.
* With the Project Officer maintain a surveillance network to record the occurrence of target invasive species.
* Provide training to the volunteer network as required that includes but is not limited to:
  + The set-up, maintenance and running of mink rafts.
  + Humane dispatch of mink (where appropriate).
  + Identification skills for key native species and non-native plants.
  + Data collection according to standardised protocols.
* Monitor the outcomes and impacts of the control work undertaken.

**Experience and skills**

* Well motivated to undertake tasks in liaison with other Project staff
* Physically fit to carry out manual clearance of invasive non-native plants
* Ability to demonstrate experience of leading volunteer groups
* Good record keeping skills
* Good communication skills and a proven ability to deliver projects with supervision
* Advantageous to hold City & Guilds NPTC Level 2 Award in PA1 (safe use of pesticides), PA6 (hand held applicator) and W (for use by water) qualification
* Advantageous to hold First Aid at Work or Outdoor First Aid qualification
* A full driving licence and access to a vehicle for work is essential