



- 1. POST TITLE:** *Community Woodland Manager*
The Community Woodland Manager will be expected to maximise the social and economic benefits from the management of the woodland. Working with local businesses, developing new projects and creating opportunities that add value by liaising with the local community and organisations.
- 2. SALARY:** **£16,800 for a 3-day week**
- 3. LOCATION:** Your normal place of work will be Raincliffe Woods and associated woodlands 222 hectares.
- 4. RELEVANT TO THIS POST:**
The Post is a temporary contract with any extension dependent on funding and performance.
Working days must have some flexibility to provide cover for some weekend and bank holidays for volunteering days and supervision of events.
- 5. ORGANISATIONAL RELATIONSHIPS:**
The post holder will report to the Raincliffe Woods Community Enterprise Community Interest Company (RWCE CIC) Board or nominated Director. Strategic overview, high level influencing and decision making on behalf of the Organisation will be provided by the RWCE Board.
- 6. DESCRIPTION OF ROLE:**
The post holder will be expected to manage RWCE's Higher Tier Woodland Stewardship of around £22,000 a year with additional allocations for work to control/eliminate invasive non-native shrubs, protection of veteran trees and improvement to forest tracks.

RWCE has a Forestry Commission licence to thin 500 tonnes a year using continuous cover. The post holder will be expected to maximise the return on the thinned timber through timber sales. They will also be expected to seek new income from innovative community based projects that enhance the involvement and understanding of the local community about the woodland and the wider benefits that can be gained from the woodland environment.

The woodlands include Forge Valley National Nature Reserve, SSSI's, North York Moors National Park, Ancient Monuments, numerous Public Rights of Way, Highways, Moors to Sea Cycle route and the River Derwent. The woodlands are surrounded by farm lands and



encompasses 5 Parish Councils and the Town of Scarborough. The post involves engaging with all these stakeholders to unlock the potential of the woodlands.

Delivery of all these programmes of work should involve both traditional and innovative woodland management techniques to create a thriving woodland with social and environmental benefits.

7. DUTIES AND RESPONSIBILITIES SPECIFIC TO THIS POST:

As a Community Woodland Manager, you'll need to:

- Effectively promote the aims and ethos of RWCE as a community woodland, a heritage wood to visitors, community groups, funders, the Local Authority, Statutory Bodies, customers and neighbouring landowners.
- Protect the woodland from activities that may put it and its users at risk.
- Develop relationships with partner organisations that may be able to add social, economic and environmental benefit to the woodland.
- Organise and manage events within the woodland deemed appropriate by the Board of Directors.
- Manage and develop RWCE Volunteers by arranging appropriate training, managing tasks and ensuring safe working.
- Have a good working knowledge of woodland management practice and the implications of there being a National Nature Reserve, Sites of Special Scientific Interest, Ancient Monuments, numerous public rights of way and a section of the River Derwent within the woods.
- Report regularly to the Board of Directors by means of written reports and oral presentations at Board meetings and on other occasions as deemed appropriate.
- Prepared to work weekends as required.
- Able to demonstrate good written and oral communication skills.
- IT literate.
- Hold a valid driving licence.
- Either hold a current chainsaw qualification, or be prepared to train for one.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility of the post as directed by the Board.

See below for Person Specification:

Criteria	Desirable	Method of Assessment
Qualification	- Completed a degree, higher diploma or apprenticeship course - Evidence of maintaining Continuous professional Development	Application form Selection Process Pre-employment checks
Experience Skills/Knowledge	- Experience of working with community groups and volunteers. - Practical experience and understanding of forestry and woodland management - Demonstrable good interpersonal skills and ability to build effective relationships with a wide variety of people and partners. Good team working. - High standard of IT skills. - Examine information and make accurate decisions.	Application form Selection Process Pre-employment checks
Personal Qualities	- Display enthusiasm around goals and activities – adopting a positive approach when interacting with others - Communicate clearly, verbally and in writing to diverse audiences - High level of self-motivation and personal organisation - Needs to be innovative, and demonstrate an ability to create and deliver new ideas that further the work of the project. - Must be able to work outside of normal working hours.	Application form Selection Process Pre-employment checks

Person Specification:
Community Woodland Officer