

Bat Conservation Trust



Investigations Officer Job description

Introduction

The Bat Conservation Trust's vision is of a world where bats and people live in harmony. We need to raise awareness of bats and encourage compliance with the legislation that protects bats and their roosts, both amongst members of the general public and professionals. BCT is an NGO and so needs to work closely with the statutory enforcement agencies in this area of work.

Further information about BCT and our work can be found at www.bats.org.uk.

Purpose of the job

To work with the police and prosecuting authorities, bat workers and the statutory nature conservation organisations to reduce the level of bat related crime in the UK.

Main Responsibilities

- 1 To work with the National Wildlife Crime Unit (NWCU) Operation Bat Project Officer in delivering the Bat Action Plan
- 2 Enable the BCT to lead in preventing bat related crime
- 3 Implement recommendations in the BCT's bat related crime report
- 4 Train Police Wildlife Crime Officers in bat issues and associated legislation, enabling them to implement the Operation Bat SoP
- 5 Provide impact statements on incidents for the police/ Statutory Nature Conservation Organisation (SNCO)
- 6 Assist police, bat groups, bat workers and the general public when dealing with bat related crime
- 7 To work with and assist SNCO staff when dealing with bat crime
- 8 To train and raise awareness of legislation protecting bats to target audiences
- 9 To develop and keep updated BCT resources, especially those of a legal nature
- 10 To maintain the BCT's bat related crime database
- 11 React quickly to incidents reported to BCT in line with the BCT's policy
- 12 Monitor progress of incidents through to their conclusion
- 13 To compile an annual report on the BCT's Investigations Project and provide regular updates on progress against targets

Length of post: The post is a one-year contract for two days (15 hours) a week with a three month probationary period. A three-month review will be carried out and if performance has been satisfactory the full 1 year contract will be offered.

Place of work: The post holder may work from home if PC and broadband connections to the office can be established

Usual time of work: Flexible, but preference will be given to candidates who can spread the hours over at least three days per week. There will be evening and weekend work for which the equivalent time off in lieu is given. It may be necessary to stay away overnight on occasions.

Salary: £18,000 – 21,000 pro rata depending on experience

Pension: BCT offers a stakeholder pension scheme with Friends Provident after satisfactory completion of the 3 month probation period and matches contributions of up to 3% of staff salaries

Reports to: The Biodiversity Officer

Holiday: 25 days annual leave pro rata plus bank holidays

Person Specification

This section details the experience, competencies, knowledge and personal qualities desirable for the post.

Quality	Essential	Desirable
Experience	<p>The post requires experience of working (or volunteering) in the area of bat conservation</p> <p>Experience of report writing</p> <p>Experience of building effective partnerships</p> <p>Experience of public speaking/training</p>	<p>Experience of working with wildlife legislation</p> <p>Experience of developing resources</p>
Knowledge	<p>Good working knowledge of the legislation relevant to bats and roosts throughout the UK</p>	<p>Knowledge of how the legislation fits into the land use planning and development process in the UK</p>
Competencies	<p>The post holder must be an excellent communicator, with a good standard of written and spoken English, able to network with bat experts, partner organisations and government agencies</p> <p>Good lobbying and influencing and skills</p> <p>Good organisational and self management skills and the ability to plan and meet deadlines are essential, as is a high level of self-motivation and self-reliance.</p> <p>Able to be an authority on legislative issues impacting on bats</p>	
Personal Qualities	<p>An influencer, able to inspire and encourage others</p> <p>Tactful and diplomatic</p> <p>A good team player who puts</p>	

	<p>people at ease and is friendly and self confident with a good sense of humour</p> <p>Ability to work effectively at a distance from other staff</p>	
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