*The purpose of this information is solely to provide prospective candidates with details relating to the position and must not be construed as an offer or contract of employment.*

**KEY TERMS AND CONDITIONS OF EMPLOYMENT**

**role**

**HEAD OF NATURE RECOVERY (SOUTH)**

**PAY**

The full time equivalent salary for this role will be £35,374 per annum.

**WORKING HOURS**

This is a full time post and the working week is 37.5 hours per week excluding lunch breaks which are half an hour. Office hours are 9am – 5pm, Monday – Friday. Payment for overtime worked in excess of a standard working week is not available, but time off in lieu may be taken by prior arrangement with line managers.

**LENGTH OF CONTRACT**

This post is permanent

**LEAVE**

The Trust's holiday year runs from 1st January to 31st December. Annual leave entitlement is 36 days; this allocation includes 8 bank holiday days and 3 compulsory days to be taken between Christmas Eve and the New Year. If you work part-time you will receive this allowance pro rata.

**PENSION**

The successful applicant will be auto-enrolled in to the Trust's pension scheme. More details about the scheme and contribution rates are available from the Trust upon request.

**DEATH IN SERVICE**

Death in service cover is provided at three times annual salary.

**LOCATION**

The post is based at the Nottinghamshire Wildlife Trust’s office, in Nottingham. The post holder will also be required to work at various locations throughout the county.

**PROBATIONARY PERIOD**

A probationary period of three months applies, during which new employees are expected to demonstrate their suitability for the post.

**EQUALITY AND DIVERSITY POLICY**

The Trust is committed to the promotion of equal opportunities. A copy of the Trust’s Equality and Diversity Policy is available on request.