



Recruitment Pack

Assistant Ecologist

Deliver positive conservation outcomes through the provision of high quality, objective ecological and land management advice

Dear Candidate,

Thank you for taking an interest in this role at EMEC.

Established in 1991, East Midlands Environmental Consultants (trading as EMEC Ecology) is a specialist **ecology**, **land management** and **arboricultural** consultancy.

A wholly owned subsidiary of Nottinghamshire Wildlife Trust, all profits are gift aided to the Trust to support nature conservation. Over the last 30 years, EMEC has gift-aided over £1m to **Nottinghamshire Wildlife Trust** which has been used to fund its charitable work for people and wildlife across its Nature Reserves and beyond.

This association with NWT, and the relationship that EMEC builds with its clients, ensures that we meet the needs of developers and the need for new developments. But we also help conservation by securing re-investment in habitats that need protection.

The following pages contain a summary of the principal terms and conditions, key dates in the recruitment process and some information about the benefits of working with EMEC.

Good luck with your application and I look forward to meeting you.

Best Wishes

Dr Ed Tripp
Consultancy Director



EMEC Ecology

Our Vision

Our vision is to be a leading client and quality focussed environmental consultancy. We enable positive change in the natural world.

Our Mission

We support nature's recovery.
By providing the highest quality ecological advice and practical land management solutions, our clients achieve their goals and fulfil their environmental obligations.

Our highly qualified and experienced team deliver innovative projects of all scales, locally and nationally, always with passion and commitment.

Above all, we gift our profit with purpose to Nottinghamshire Wildlife Trust every year.



We inspire clients to take action for nature.

Our Values



We work to facilitate nature's recovery.



We support our staff and volunteers to thrive.



We listen to our clients.



We are responsive to our changing world.





Why work with EMEC?

A career that supports conservation

Let's be honest, not all ecological consultancies are the same. We want to do the very best for nature and ALL of our profits are gift-aided to the Nottinghamshire Wildlife Trust to support conservation directly on the ground. We also want to do the best for you. We prioritise your work home life balance by offering flexible working arrangements, and we commit to developing you professionally through our Personal Development programme.

Benefits of working with EMEC:



Flexible working options, including home-working, and a healthy work-life balance encouraged



Competitive annual leave plus public holidays



Generous employer **pension contribution**



Health payment plan



Personalised Development programme designed to enhance your knowledge and progress your career



Family friendly organisation



A multi-disciplinary business, with opportunities to work on a wide range of projects, developing your experience and skills



Opportunity to work on **high profile projects** with nationally significant clients, and on **smaller scale conservation-focused projects**



Early morning and nighttime work, such as bat surveys, carefully controlled



A close-knit, friendly and supportive team, including support from our parent Wildlife Trust

What our employees say

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EMEC's partnership with Nottinghamshire Wildlife Trust initially drew me to the Ecologist role. The prospect of collaborating closely with a conservation organization and directly contributing to the Trust's funding was particularly appealing.

Starting a new job and relocating to a new city during the pandemic was challenging, but the EMEC team was incredibly welcoming and ensured I felt fully supported.

At EMEC, there is a strong emphasis on work-life balance. The flexibility allows team members to manage their workload and pursue areas that interest them. Career progression is personalized to suit each individual's goals and aspirations.

With EMEC's support, I have successfully progressed from Ecologist to Senior Ecologist.

The supportive environment at EMEC encourages team members to challenge themselves, enhance their skills, and expand their knowledge. The management and team are always there to provide guidance and support.

I enjoy the diverse range of projects EMEC undertakes, from small to large-scale developments to conservation-focused initiatives. This variety keeps the work interesting and fulfilling.

Alice Palmer – Senior Ecologist



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I moved back to the UK from New Zealand at the start of 2020. Despite the uncertain times, EMEC was actively recruiting and offered a competitive package with exciting major projects. They provided an incredible opportunity to quickly develop my role by growing a new project management department.

I enjoy working for EMEC because:

- I'm trusted to deliver my work in the way I see fit and I'm not micromanaged.
- Support is always available when I ask for it, whether it's bringing in additional internal or external resources for projects or receiving guidance from my line manager.

- There's room to develop my role in areas that interest me, rather than being pushed into specific tasks or projects.
- There's a strong team culture where staff help each other deliver successful projects and reports.

Overall, EMEC provides an empowering and supportive environment that allows me to thrive professionally.

Ben Jones – Senior Project Manager



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Role description

Assistant Ecologist

Support the management, development and promotion of EMEC as a high quality ecological consultancy.

Salary: £24,570pa

Contract type: Full time, Fixed term to 30/09/2026

Location: EMEC Office, NG1 6EA. There will be travel required, so a full driving licence is essential

Overall Purpose

To deliver positive conservation outcomes through the provision of high quality, objective ecological advice and land management to clients in all sectors.

Line Management

There will be no line management responsibility

Management of Resources & Projects

- carry out fieldwork, and support others
- surveys will involve protected species (eg bats; great crested newts; and reptiles), habitats and BNG surveys
- contribute to data analysis, reports and maps for

ecological surveys

- undertake day to day project management of surveys
- ad hoc administrative tasks as required

Compliance & Governance

- contribute to meeting legal obligations in GDPR
- ensure H&S systems are followed, and undertake compulsory training
- maintain records compliant to our Business Management Systems, contributing to audits

General

- unsocial hours (evenings and some weekends)
- full driving licence is required as travel within and beyond county will be required
- abide by organisational policies and procedures
- promote and act as ambassador for EMEC
- undertake other duties appropriate to the role
- role is subject to a DBS (Basic) check



Personal Specification

Assistant Ecologist

Ideally, you will be able to demonstrate all or most of the range of experience, skills, knowledge and personal qualities detailed below.

EXPERIENCE

- Although no specific experience is required, it would be desirable to have previous experience of ecological surveys and assessment

KNOWLEDGE

- A good degree in ecology or a related science (or studying towards) is desirable
- Awareness of habitats and species typical of the East Midlands region
- Proficient IT skills including Microsoft 365 and use of iPads/tablets for data capture
- Knowledge of GIS desirable

SKILLS

- Basic species identification skills
- Excellent inter-personal and communication skills
- Basic report writing skills
- Ability to follow instructions, and work to deadlines and standards set by more senior staff

PERSONAL QUALITIES

- High level of enthusiasm, self-motivation and self-discipline
- Flexible and positive outlook with a solution led focus
- Commitment to nature conservation and equal opportunities

EMEC Ecology is an equal opportunities employer that strives to be a diverse and inclusive environment in which everyone is valued. We welcome applications from eligible candidates regardless of sex, race, disability, age, sexual orientation, gender identity, religion or belief, marital status, or pregnancy and maternity. We recognise that our workforce needs to represent the communities and people we work with. We particularly encourage applications from underrepresented groups within Nottinghamshire Wildlife Trust, the wider charity and conservation sectors, such as people from Black and Ethnic Minority backgrounds and those who identify as LGBTQ+.

Successful applicants will be asked to declare any unspent criminal convictions



Our work



Explore Manufacturing: Biodiversity Enhancement Plan

EMEC Ecology was commissioned by Laing O'Rourke to undertake a biodiversity assessment of their subsidiary site, Explore Manufacturing, a reclaimed limestone quarry. A biodiversity action plan was produced to enhance habitats on site to benefit ecology and staff wellbeing.

[View the full case study](#)



Flower Pod Wildlife Area Renovation

EMEC were commissioned by **Reach Learning Disability** (Reach) to renovate an old pond and create a user-friendly wildlife resource area at one of their horticultural centres – Flower Pod Southwell. Flower Pod is a 1.5-acre green space initiative created by Reach, a registered charity dedicated to supporting people with learning disabilities in Nottinghamshire.

[View the full case study](#)



Center Parcs Annual Ecological Monitoring

EMEC Ecology (on behalf of the Association of Wildlife Trust Consultancies) are commissioned by Center Parcs to undertake the role of Appointed Ecologist to assess the performance of their Villages against their Biodiversity Action Plan targets.

[View the full case study](#)



www.emec-ecology.co.uk

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