

## **CEMLYN WARDEN JOB DESCRIPTION**

**Location:** Cemlyn Nature Reserve, Tregele, Isle of Anglesey (and living at Hen Blas)

**Responsible to:** Senior Reserves Manager

### **OVERALL PURPOSE OF THE JOB**

- To protect the internationally important tern colony at Cemlyn
- To protect biodiversity at Cemlyn
- To engage with visitors, neighbours and volunteers

### **BACKGROUND**

Cemlyn Nature reserve is within the Anglesey AONB and a nationally important site recognised for its large tern colony including 3 breeding species of terns, and sometimes 4. For this reason, it is designated a Site of Special Scientific Interest and forms part of a Special Protection Area. It is also a Special Area of Conservation. Further information on the reserve, including leaflets are available via the Wildlife [Trust nature reserve web page](#). The wardens have access to detailed information on the reserve and its management.

### **MAIN RESPONSIBILITIES**

The **main duties** of the posts (a minimum of two wardens are employed) are:

- Collect detailed ornithological data on all tern species.
- Collect ornithological data on other bird species.
- Collect data on other species (butterflies, reptiles, amphibians) and co-ordinate other survey work.
- Undertake and/or organise predator management and control as appropriate.
- Visitor liaison and management. This is an important element of the job and includes giving guided walks, talking to visitors (individually and groups) and promotion of the Wildlife Trust as a membership organisation.
- Other communications and/or awareness raising activities is required including social media, interviews and giving presentations to groups.

### **Volunteer Assistance**

Voluntary wardens assist with providing cover on the warden's days off, at weekends and additional help. It will be necessary for the Wardens to liaise directly with volunteers to ensure efficient and effective wardening of the reserve.

## **Final Report**

Data on the above is presented in a format agreed with the Senior Reserves Manager at the end of the season. Monthly reports are also required.

## **OTHER INFORMATION**

Accommodation for two wardens is available (see below). Running water and electricity is provided along with heating. Accommodation, gas and other power sources are provided free of charge. Shower and toilet facilities are shared with the National Trust. The wardens are expected to maintain the accommodation in a clean and tidy condition

### **Working Hours**

The wardens should ensure that the colony is protected throughout the duration of the contract. Hours of work will comply with the Working Time Regulations 1998. The working week will be 48 hours unless agreement is reached otherwise. You will have one period of 9.00 am and 6.00 pm off each week (not weekends). Detailed timesheets are kept.

The contract will run from April 2<sup>nd</sup> 2026 to August 8<sup>th</sup> 2026

### **Legal Requirements**

As it is necessary to obtain species and licences to cover work at Cemlyn, successful applicants will be asked to reveal any convictions under wildlife related legislation and the Wildlife Trust may also request a Criminal Records Bureau Disclosure Service in line with its Recruitment of Ex-offenders Policy Statement.

For the organisation to work effectively you may be required to assist with other areas of work and therefore, you should be prepared to undertake other duties appropriate to the post, and any other reasonable duties required.

**All staff are ambassadors for the organisation both internally and externally and are expected to always act in a professional manner. They are required to abide by organisational rules, policies and procedures as laid down in the staff handbook, adopt environmentally friendly working practices, set and maintain high personal standards of efficiency and customer care and foster a 'can do' culture based on ownership, initiative, teamwork and exchange of information.**

## PERSON SPECIFICATION

You will be from an ecological background within the private, public or charitable sector. You will have a scientific approach grounded by strong practical and academic experience. We would expect an understanding of ornithology and that you are comfortable with identifying a wide range of British birds. You will be a great communicator, with a personable style who can work with many different people across the wonderful variety of geography, business development, and activities of the Wildlife Trust.

You enjoy working outdoors, meeting people and problem solving.

*We value passion, respect, trust, integrity, pragmatic activism and strength in diversity. Whilst we are passionate in promoting our aims, we are not judgemental and are inclusive. We particularly encourage applications from people who are underrepresented within our sector, including people from minority backgrounds and people with disabilities. We are committed to creating a movement that recognises and truly values individual differences and identities.*

*We take our Safeguarding responsibilities extremely seriously. Please click [here](#) to read our commitment statement. This role may be subject to a DBS check.*

	Essential	Desirable
<b>Personal Qualities</b>		
Personal and good communicator	✓	
Team player	✓	
Problem solver	✓	
Up to date Tetanus vaccination	✓	
<b>Key competencies</b>		
Commitment and enthusiasm for furthering nature conservation in Wales	✓	
Ability to work at an isolated location	✓	
Initiative	✓	
Ability to absorb complex information quickly, and to communicate it to a non-expert audience in a concise and engaging way	✓	
<b>Experience</b>		
Seabird or other wildlife wardening or monitoring	✓	
A wide knowledge/experience of British/Welsh wildlife		✓
Predator management		✓
Wildlife report writing	✓	
Working with volunteers		✓
<b>Knowledge and skills</b>		
Bird identification especially seabirds and coastal species	✓	
Broad knowledge of wildlife (including butterflies, reptiles, plants)		✓
Working knowledge of Health & Safety and its application in this role	✓	
Strong IT skills	✓	
Understanding of Safeguarding in the work context		✓
Research ability	✓	
Good public speaker/presentational skills	✓	
Welsh Language		✓
Swim	✓	

## THE CEMLYN TERN WARDENS:

### EQUIPMENT, ACCESSORIES AND CLOTHES LISTS

The following is provided as background on the domestic arrangements at Cemlyn.

Wardens are based at Hen Blas (LL67 0DY; What3words - dizziness.bungalows.horseshoe), a restored 16<sup>th</sup> century farmhouse owned by the National Trust and overlooking the reserve. It is in an isolated position but with one adjacent farm and others nearby. The nearest village (Tregele) is approximately 2 miles away and has a public telephone. The nearest shops are at Cemaes approximately 5 miles away. Larger shopping centres are located at Valley (10 miles) and Holyhead (15 miles); the latter includes several supermarkets. Buses run from Tregele to each of these places.

The accommodation is two small bedrooms and a shared kitchen area. A shower/toilet building is located across a small courtyard and is shared with the National Trust staff who may from time to time use the building. An office room is available to share with the NT.

The lists below set out the equipment etc. that the WT will supply and what the wardens should bring with them.

We supply	You bring
Hen Blas: electricity, water, cooker, fridge, furniture, bed, electric heater fire safety equipment	Yourself, enthusiastic and dedicated
Health and safety guidance	Common-sense
Kettle, cutlery, cups, plates, pots & pans etc.	Sleeping bag, pillow, warm blankets etc.
Your first toilet roll	Toiletries incl. towel
WT warden sweatshirt and other branded clothing,	Outdoor clothing for windy, wet, cold, sunny weather incl. warm hat, sun hat, gloves, boots, wellies. Sun protection cream (incl . lips)
Guidance on what to do and how to do it	Commitment
Various natural history guides and other information on the reserve (a full list will be supplied)	Your favourite guides and reading books
Some optical equipment and other survey equipment (a full list will be supplied)	Your favourite binoculars or 'scope if you have them
A phone (mobile or otherwise) for work calls	A mobile phone, if you have one, for personal calls



Biscuits when visiting (sometimes)	A cuppa (always)
	Food
Laptop & printer	Transport, not essential, but a bike is useful for getting around the reserve; a car for getting further afield. Parking for both is available