



# Forest & Bird

TE REO O TE TAIAO | *Giving Nature a Voice*

## Te Hoiere Bat Recovery Ecological Field Crew (Fixed Term)

<b>Group</b>	Projects, Branches & Networks
<b>Grade</b>	10
<b>Reports to</b>	Te Hoiere Bat Recovery Field Team Leader
<b>Location</b>	Marlborough or Nelson (to be agreed)
<b>Created</b>	September 2022

<b>Role Purpose</b>	Carry out ecological field work delivering the habitat restoration aspects of the Te Hoiere Project.
<b>Direct Reports</b>	Nil
<b>Budget Delegation</b>	Nil

### Forest & Bird

The Royal Forest and Bird Protection Society has been New Zealand's leading independent conservation organisation since 1923. Our mission is to "Preserve and protect the indigenous flora and fauna and natural features of Aotearoa New Zealand, including land and water habitats".

We are a national membership-based organisation that operates locally and nationally as a key advocate for conservation of nature on land, in freshwater and in the marine environment. We also undertake practical conservation projects across Aotearoa. Among New Zealand conservation groups, Forest & Bird is unique in having a community-based branch structure as well as a regional and national overview and presence.

The Society is self-funded through its members and its supporters. Therefore, promotion of the Society's work and successes is key to its ongoing effectiveness as an organisation with a strong membership and financial base.

### Te Hoiere Bat Recovery Project

Forest & Bird's Te Hoiere Bat Recovery Project at Te Tau Ihu/Top of the South Island encompasses:

- predator control at Te Hoiere/Pelorus Bridge Scenic Reserve, with expansion into other high value sites in the Rai River valley;
- targeted weed control at reserves on Public Conservation Land (PCL), and other Crown land within the Te Hoiere & Rai Catchments;
- restoration planting of Ronga Reserve;
- pekapeka/long-tailed bat monitoring programme throughout Te Hoiere Catchment;
- community collaboration with the Department of Conservation, Ngāti Kuia, Te Hoiere Project (Alliance), Nelson-Tasman Weedbusters and the broader community; and
- national networking with other bat recovery projects across the country.

## Key Accountabilities

The Te Hoiere Bat Recovery Project Ecological Field Crew is responsible for:

- carrying out field work that will improve the habitat of the local pekapeka/long-tailed bat population via predator control, pest plant removal and planting of natives.
- meeting performance criteria set by the Te Hoiere Bat Recovery Project Manager at the start of each reporting year.
- completing assigned tasks and reporting on time as per an agreed annual work plan.
- representing Forest & Bird in a positive manner which maintains its reputation and relationships with local stakeholders and partners.
- engaging with volunteers which may involve working over weekends on occasion.

## Critical Success Factors

Area of Responsibility:	Evidenced through:
<b>Predator Control</b>	<ul style="list-style-type: none"> <li>• Work with Volunteers to carry out predator control at Pelorus Bridge and other reserves as needed.</li> <li>• Carry out checks and rebaits as per the agreed roster on all traps on any traplines not serviced by the project's volunteer trappers.</li> <li>• Conduct all predator control in accordance with the current National Animal Welfare Advisory Committee (NAWAC) standards.</li> <li>• Coordinate an annual recalibration and audit programme for all traps managed by the project, and conduct maintenance as required.</li> <li>• Ensure that all trap and capture data for the Te Hoiere Bat Recovery Project is recorded on the project's Trap NZ page (or alternative).</li> <li>• Carry out track maintenance and clearing on all trap lines and access tracks used by the project as planned by the Field Team Leader.</li> </ul>
<b>Weed Control</b>	<ul style="list-style-type: none"> <li>• Carry out weed control at Pelorus Bridge, Carluke, Brown River, and Ronga reserves, and other small reserves as detailed in the project's annual work programme and within agreed technical specifications.</li> <li>• Work collaboratively with DOC, Nelson Tasman Weedbusters and volunteers at Ronga Reserve.</li> </ul>
<b>Restoration Planting</b>	<ul style="list-style-type: none"> <li>• Carry out restoration planting of natives at Ronga Reserve (6 hectares) as per project deliverables.</li> <li>• Assist with co-ordination &amp; planting at volunteer planting days or other community planting events.</li> </ul>
<b>Volunteer Engagement</b>	<ul style="list-style-type: none"> <li>• Assist with providing induction training for new volunteers and refresher workshops for existing volunteers. Including health and safety and job specific requirements</li> <li>• Ensure all volunteers have access to appropriate field equipment.</li> </ul>
<b>Awareness raising</b>	<ul style="list-style-type: none"> <li>• Participation the planning and implementation of environmental education and community awareness raising events.</li> <li>• Interaction with social media campaigns for the project.</li> </ul>

<b>General Project Duties</b>	<ul style="list-style-type: none"> <li>• Maintain a log of monthly hours work as required.</li> <li>• Complete required project records as required, including work records, spray diaries and incident reports.</li> <li>• Participate in relevant workshops and training courses as and when required.</li> </ul>
<b>Health &amp; Safety</b>	<p>As a Forest &amp; Bird staff member and individual, take responsibility for meeting Forest &amp; Bird's obligations in workplace health and safety by:</p> <ul style="list-style-type: none"> <li>• Ensuring that you are fully trained in your work (including the safe use of equipment and substances) prior to undertaking that work.</li> <li>• Ensuring that you have read, and comply with, the Project's Health and Safety Plan.</li> <li>• Ensuring that you use the appropriate tools and equipment, including PPE, so that you can undertake your work in a safe manner.</li> <li>• Ensuring accidents/incidents are reported to National Office and assisting in any incident investigations as required.</li> <li>• Following injury management and rehabilitation processes for injured workers, as directed by National Office.</li> <li>• Being vigilant and identifying hazards in line with Forest &amp; Bird's hazard management procedures.</li> <li>• Promoting a safety-first culture by being proactive about H&amp;S and actively participating in H&amp;S discussions and initiatives.</li> <li>• Take all reasonably practicable steps to ensure your own personal health and safety as well as the health and safety of others who are involved in, or may be affected by, their activities.</li> <li>• Report all occupational injury, illness, near miss incidents, environmental impact or property damage, regardless of its severity, to the Field Team Leader.</li> <li>• Report all hazards which may result in an injury, illness, environmental impact or property damage to the Field Team Leader.</li> <li>• Comply, so far as reasonably able, with any instruction by Forest &amp; Bird to allow Forest &amp; Bird to comply with the law.</li> </ul>

At Forest & Bird there will be times when we all pitch in to do additional tasks that are outside our regular roles. This forms part of our culture and celebrates our values of Collaboration, Courage, and Professionalism.

At Forest & Bird, all staff are encouraged to contribute to continuous improvement: to support innovative thinking, smart work practices, how we engage across teams, and the overall culture and work environment. There will be opportunities to participate in forums, committees and working parties across the organisation and with third parties.

## Key Relationships

<b>Internal</b>	<ul style="list-style-type: none"> <li>• Te Hoiere Bat Recovery Field Team Leader</li> <li>• Te Hoiere Bat Recovery Project Manager</li> <li>• Volunteer Trapping Team</li> <li>• Te Hoiere Bat Recovery contractors</li> </ul>
<b>External</b>	<ul style="list-style-type: none"> <li>• Marlborough District Council</li> <li>• Department of Conservation</li> <li>• Members of the Public</li> </ul>

All staff are expected to develop professional relationships with other staff throughout the organisation during their tenure at Forest & Bird.

## Key Competencies and Position Requirements

- A passion for the outdoors, native plants, ecology and wildlife.
- Some experience carrying out invasive species/weed control.
- Some experience carrying out predator control in New Zealand.
- An understanding of restoration planting methodologies and knowledge of New Zealand native plant and tree species.
- Some competencies in New Zealand back country/field skills, e.g., high level of physical fitness, navigation (map/compass/GPS) skills.
- Familiarity with GPS, GIS, and other mapping / spatial skills would be beneficial.
- Outstanding team member qualities – with well-developed collaborative working skills.
- A well-developed ability to follow instructions and skilled at reporting back.
- Excellent interpersonal skills, with an ability to work collaboratively with a diverse range of people.
- Some experience working with volunteers and understanding of the needs of volunteers.
- A high level of personal motivation, able to initiate and complete tasks independently and on time.
- Working knowledge of Microsoft Office 365 software (including Word, Excel, PowerPoint, Outlook).
- Familiarity with using databases such as Trap NZ would be desirable.
- This position will require current First Aid certification (i.e. Workplace First Aid as a minimum) and Growsafe certification. An appointee who does not already hold appropriate certifications will be required and supported to attain them.
- A positive and proactive attitude towards Health and Safety.
- Your own vehicle and a relevant, clean full New Zealand Driver's license.