



**Plymouth  
Environmental  
Action**  
Conservation Volunteering

## We are looking for a Volunteer Project Officer!

**Do you care about wildlife and want to do something to make a difference?**

**Would you like to share your passion for the environment with others?**

**Fancy working in the environmental sector, but don't yet have the experience to land your dream job?**



If you answer yes to the above questions, then a Volunteer Project Officer (VPO) position with Plymouth Environmental Action (PEA) could be just the thing you need to kick-start your career! You could spend your time learning to teach people about the environment and trying your hand at a variety of practical conservation skills such as hedgelaying, dry stone walling, and invasive species management as well as improving your wildlife ID expertise. You will gain excellent work experience that will be valued by employers, develop a range of transferable skills such as leadership and team-working, get a FREE training course such as Small Mammal Ecology or Brushcutter (Lantra), and best of all join a friendly, supportive and enthusiastic team!

### What we are looking for in a VPO

A VPO is someone who can offer a regular amount of time to work with PEA, dedicating **at least 2 events** per month for at least 6 months. They are someone who is excellent at **organising** and **leading** conservation projects, is keen to fundraise for and promote the organisation, in addition to being a creative and adaptive person.

### How will you benefit from becoming a VPO

We aim to incorporate your interests and expertise with our needs as a conservation organisation. Working with volunteers to achieve a project is an incredibly fulfilling experience.

- You can take advantage of one or more accredited training courses of your choice.
- You will be given responsibility, trusted and supported by professional team members.
- You will gain the experience and skills from working for a practical conservation organisation. Many of our Volunteer Officers have gone on to find employment in the environment/charity sector after their time volunteering with PEA.

### VPO roles

- **Organising** and **leading** practical days. These will be mainly weekend days, but may include weekdays depending on your availability.
- Driving the **minibus** to and from sites.
- Pre-project planning: risk assessments, site surveys and communicating with land owners.
- Assisting a group of volunteers to complete a variety of conservation projects.
- **Fundraising** and promoting the organisation, e.g. through social media platforms and at public events.
- **Training** volunteers and potential Volunteer Officers.

## What we need from you

### Essential

- A love of the environment and the enthusiasm to engage and support conservation volunteers
- Willing to spend time leading projects outdoors and sometimes in remote locations.
- Have time to dedicate at least 2 practical conservation events per month for a minimum of 6 months as well as attending monthly committee meetings.
- Be able to communicate with and connect well with others, including those who have difficulty communicating.
- Have held a driving license for at least 2 years (clean car driving licence and/or D1 category licence).

### Desirable

- Have time available during the week (can be evenings) for administration tasks.
- Practical Conservation experience.
- Experience leading groups of people.
- Relevant qualification such as Countryside Management or Environmental Science.

Please send us your CV along with a brief covering letter describing why you would be a great VPO at PEA.

## Find out more about PEA



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