

## Role Summary

<b>Job title:</b>	River Intern for Communications
<b>Location of job:</b>	Home based with regular working at Severn Rivers Trust offices.
<b>Post holder reports to:</b>	Head of Community Engagement
<b>Salary:</b>	£21,255 per year (9% employer pension contribution)
<b>Position type:</b>	12 month fixed term contract
<b>Working arrangements:</b>	Full-time (37.5 hours per week) with a flexible working approach. 28 days Annual Leave plus bank holidays.  Home working and travel allowance will be provided

### Overall purpose of the job:

This is an exciting opportunity to join our friendly and supportive team in a starter role to help you into a career in conservation and communications. You will be working on projects that will make a real and lasting difference, helping save our rivers and the species that rely on them.

We are seeking one River Intern for Communications. You will play an essential role in spreading the word about who we are and what we do, so that we can gain more support from local people and help them get involved in taking action for their rivers.

You will gather interesting news and stories from our staff team working around the river catchment (map provided in this pack). You will create content for our website, newsletter and social media channels. You will help maintain a library of high quality images that illustrate our work and showcase the wonder and beauty of our rivers. You will learn how to write press releases so that we can raise our profile in the local press. You will design posters, flyers and interpretation materials with a strong brand identity and inspirational content. You will support our community engagement activities; inspiring children as you help with school workshops, and helping people get involved through volunteer tasks.

You must be aged 18 or over to apply for this role.

**As this job involves regulated activity with children, an Enhanced DBS check will need to be undertaken by the successful candidate prior to employment. A criminal record is not necessarily a bar to employment with us. Decisions will be made on a case-by-case basis with support of HR specialists.**





# Welcome to the River Interns Application Pack!

The Severn Rivers Trust is a team of highly knowledgeable staff with a passion for river wildlife and enthusiasm to get things done to improve the health of our rivers.

We want to help make careers in conservation more appealing and accessible to non-graduates and people who might not have considered roles in this area before. Our River Intern programme is about providing paid employment in friendly and well supported placements, with money and time allocated for training, equipment and staff expenses like travel.

We believe that everyone should have equal access to enjoying and connecting with rivers and nature. Addressing and promoting equality, diversity and inclusion (EDI) within our work is fundamental to achieving our organisational ambitions. It is widely known that the conservation sector is one of the least diverse professions in the UK. This needs to change.

We recognize that inequality and lack of diversity within our work will not change overnight. However, we also see the urgent need for change. Diversity makes good business sense; it brings in more talent, welcomes a greater range of voices, and builds better quality environmental conversation that has stronger links with communities.

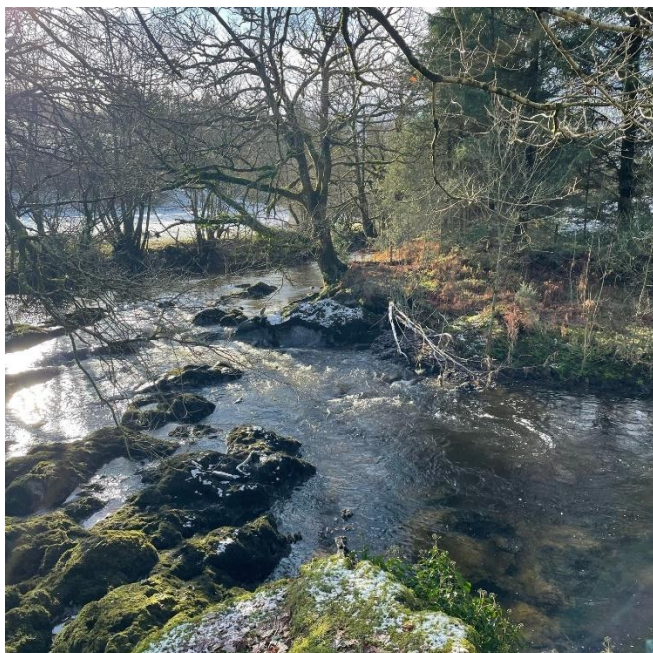
That's why we're proud to be launching these fully funded, accessible, sustainable River Internships as a crucial step to help us on this journey.

## Join our team!

- You do **not need a degree** or any formal qualifications.
- We **welcome applicants of all ages**.
- **No previous work experience** is necessary, but we're open to people looking for a change at any stage in your career.
- **No voluntary experience** is necessary.
- **We don't expect extensive knowledge of rivers or wildlife** – just enthusiasm and willingness to learn.
- We particularly welcome applications from people who are: i) From BAME backgrounds; and ii) Living in economically deprived areas of the region.

Please don't be put off if you think that you are not the usual candidate for a job like this, we want to hear from you!





## About Severn Rivers Trust

The river Severn is longest river in the United Kingdom, stretching 220 miles from its source in the Cambrian Mountains in Powys Wales, through the counties of Shropshire, Worcestershire and into Gloucestershire to the iconic estuary. The culture and economies of the historic settlements across the catchment have been intertwined with the river through commercial navigation, fishing, water supply and trade. Today, the Severn's rivers continue to play an essential role in supporting wildlife, wellbeing and economies of the region.

We are living through a time of great change. We are in the middle of a biodiversity crisis, and a climate emergency. We are witnessing disastrous loss of habitat, collapse of ecosystems, erosion of precious soils, increased flooding and devastating drought. At Severn Rivers Trust we are fighting for a future where our children and grandchildren can enjoy healthy vibrant rivers teeming with diverse and wonderful life – from Atlantic salmon to white clawed crayfish, and from freshwater pearl mussels to European eel. The Severn Rivers Trust's vision for the Severn is: ***A healthy, resilient river Severn for everyone.***

The Severn Rivers Trust is the only organisation that works across the entire River Severn Basin area in both England and Wales, some 11,500 square miles! We are a proactive and adaptable team of dedicated staff. Our motto is “*We get our feet wet*” – meaning we make things happen on the ground and constantly strive to make a real and positive difference for the river and its communities.

### Our work and how we organise ourselves



Our team comprises around 25 dedicated staff, organised across the following four teams;

- Operations Team
- Development Team
- Community Engagement Team
- Finance & Administration Team

Collectively, we are now delivering in excess of 60 conservation and engagement-based projects throughout our operational area. Our most notable projects cover the following work areas: river restoration, regenerative agriculture and outreach educational & engagement programmes. Inevitably, we do not work alone. Our work requires close collaboration with a host of statutory agencies, Non-Government Organisations and private sector companies to maximise our impact.



# About the River Internships

Thanks to support from the Garfield Weston Foundation, we are kicking off a new skills and training programme called the *Severn Skills Gap*.

As part of this programme, we are excited to be offering an incredible career-building opportunity for three River Interns over the next year. The positions are:

- One River Intern in the northern reaches of the Severn catchment
- One River Intern in the southern reaches of the Severn catchment
- One River Intern for Communications (home based, with some travel to our office and river sites)

## River Intern for Communications

You will be inducted into a supportive learning environment, where you will develop new skills, obtain qualifications, and gain invaluable employment experience. You will be assigned a mentor to provide peer guidance and facilitate development through three *learning pathways*.

### 1. *On-the job professional development*

Supporting and shadowing our staff team will allow you to practice and build confidence in areas such as building a brand identity, planning for high quality communications, and producing content for a range of media platforms.

You will find out firsthand how we operate, and learn the skills for successful communications in the conservation sector. During the final six months of the programme, you will take on an independent project of your own where you will be directly responsible for the end-to-end delivery of a particular work area. For example, you might oversee a community fundraising campaign, organise an online event or produce a series of printed materials to promote the work of trust.



### 2. *Mini secondments*

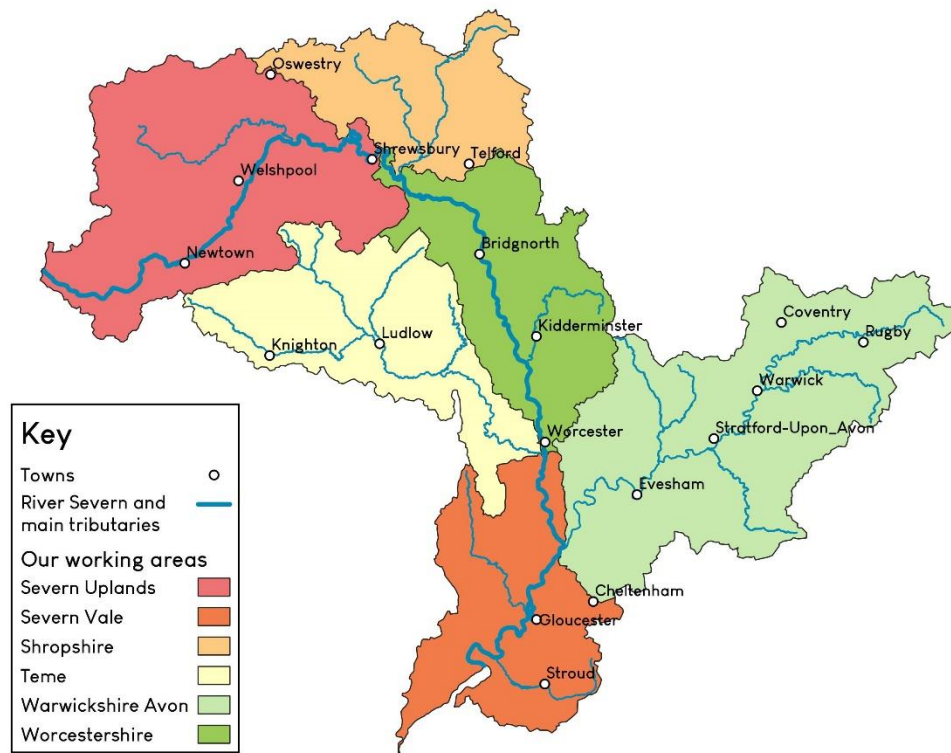
Severn Rivers Trust will facilitate a short secondment to a hosting partner for each intern. These organisations have been carefully selected to provide complementary skills development opportunities, and will include public sector bodies, other charities, and private businesses. We are delighted that the mini-secondment for the Communications Intern role will be based with at Severn Trent Water in their head office in Coventry. This is a fantastic opportunity to be embedded with a busy professional team of communications specialists at a large regional water company.

### 3. *Professional training*

We will work closely with you to identify your main areas of interest and opportunities for further training and development. You will be offered a suite of certified qualifications tailored to your professional goals, for example in graphic design, photography, or social media skills.



# River Sever Catchment Map



We're looking for:

- One River Intern in the northern reaches of our operational area
- One River Intern in the southern reaches of our operational area
- One River Intern for Communications (home based, with some travel to our office and river sites)



# Role Requirements

## Communications

- Work under supervision to produce a range of communications in digital and print formats.
- Help develop a library of images that illustrate our work and showcase the wonder and beauty of our rivers.
- Help us write press releases and raise our profile in the local press.
- Work with your mentor and line manager to identify training opportunities that will further your knowledge and skills.
- Build knowledge and confidence over time. Develop an understanding of river conservation priorities and key messages for our audiences, leading on certain tasks and activities.

## Awareness Raising and Community Engagement

- Be a friendly face to represent Severn Rivers Trust in a professional manner.
- Assist with activities for communities such as school workshops and family learning to introduce rivers to a wider range of people.

## Teamwork and communication

- Listen carefully and follow instructions.
- Ask questions if anything is unclear.
- Work hard to help team members get jobs done to a high standard.
- Organise your time effectively to work mostly from home, with regular visits to our office and some time visiting outdoor river sites.

## Other duties:

- In addition to the above you will play a key role in the Severn Rivers Trust team, helping to deliver our 3-year strategy.
- Lead by example in prioritising health and safety and wellbeing by taking responsibility for yourself participants volunteers and colleagues.
- Comply with Severn Rivers Trust's Health & Safety and Safeguarding policies and defined standards of behaviour at all times.
- You may be required to carry out other duties and tasks as required from time to time for the efficient operation of the Trust.



## Person Specification

Skills and Experience	Essential	Desirable
Awareness of and interest in current environmental issues.	✓	
Able to learn quickly and pick up new skills and concepts.	✓	
Willingness to 'get stuck in' to help complete tasks.	✓	
Great communication skills.	✓	
Experience using IT software including email, MS Word, PowerPoint, Excel and videoconference apps.	✓	
Some experience creating communication materials such as social media posts, newsletters or websites.	✓	
Able to work independently and stay motivated in a home-office environment.	✓	
Commitment to travelling regularly to different locations in the catchment, via car or public transport (a travel allowance will be provided).	✓	

Please note you must be aged 18 or over to apply for this role.



## General Notes



This post will be based from your home address, with an expectation of occasional travel throughout the Severn region and to the Trust's offices in Martley and/or Welshpool. Therefore, a firm commitment to travelling independently either via car or public transport is essential. To reduce travel time and carbon footprint we prefer candidates to live within the project area. A travel allowance will be provided.

This position may occasionally be required to work during evenings, weekends and public holidays. The Trust operates a time-off in lieu system.

## Application Process

For further information, or to have an informal chat about the River Intern role, please contact Alice Fallon our Head of Community Engagement on [alice.fallon@severnrivertrust.com](mailto:alice.fallon@severnrivertrust.com).

Or you can call or WhatsApp 07719 020949.

You can also check out our socials to see more pictures and updates from our team – we're on LinkedIn, Instagram, Twitter and Facebook.

To apply for this role please send a copy of your CV to [admin@severnrivertrust.com](mailto:admin@severnrivertrust.com) along with a two page Cover Letter.

As an alternative to the two page letter, we would also welcome a short video (no longer than 3 minutes) to introduce yourself. The letter or video should summarise:

- A little about yourself – your interests and experience
- What drew you to the River Intern role
- Examples of how you meet the skills and experience criteria listed in the 'Person Specification'

Head over to the Unlocking the Severn YouTube channel to get some tips on applying for jobs in river conservation – search for 'Unlocking the Severn - Careers in Conservation Webinar'.

## Deadline for applications: Midnight, Monday 10th April

Interviews will be held in person on Monday 24<sup>th</sup> April in Worcester.

**Thank you for your interest in applying for a role with the Severn Rivers Trust, we look forward to hearing from you!**