



# New to Nature Placement

## National Park Intern

**CLOSING DATE:** 5pm on Wednesday 17 May 2023

New Forest National Park Authority  
Lymington Town Hall  
Avenue Road  
Lymington  
SO41 9ZG  
01590646637 | [recruit@newforestnpa.gov.uk](mailto:recruit@newforestnpa.gov.uk)  
[www.newforestnpa.gov.uk](http://www.newforestnpa.gov.uk)



Made possible with  
**Heritage Fund**



MISSION  
DIVERSE



**Youth Environmental Service**

## ABOUT NEW TO NATURE

Thank you for your interest in this New to Nature placement.

New to Nature is an exciting programme of paid work placements in nature-focused roles. This is one of 70 roles that will be created across the UK to encourage new and diverse talent into the Natural Environment sector.

**We're particularly interested in receiving applications from young people (aged 18-25) who are from ethnically diverse backgrounds, who are living with a disability or are from low-income households.**

You'll get paid a good wage from a placement that helps the environment, learn loads of skills to boost your CV and get access to an Employment Coach to help you plan your future career. There'll also be opportunities to learn about potential careers in the natural environment, and (should you wish to) connect with the other young people working in New to Nature roles across the country.

This is a unique opportunity to try something new, and to take a first step on a career path where you can make a real difference. The natural environment needs you!

We hope you will join us on this exciting journey!



Made possible with

**Heritage  
Fund**



MISSION  
DIVERSE



**Youth  
Environmental  
Service**



# ABOUT NEW FOREST NATIONAL PARK AUTHORITY

## Our mission

There are 15 national parks in the UK. Known as Britain's breathing spaces, national parks are areas of spectacular landscape which are protected so everyone can visit and enjoy them. As guardians of a national park the New Forest National Park Authority we have two purposes and a duty:

- To conserve and enhance the natural beauty, wildlife and cultural heritage of the area
- To promote opportunities for the understanding and enjoyment of the special qualities of the Park by the public.
- Working in partnership with other organisations it is also the Authority's duty to seek to foster the economic and social well-being of the local communities within the National Park.

As well as our planning, nature conservation and public engagement responsibilities, our services include education, recreation and archaeology. Our recent [partnership plan](#) sums up our themes of work as **climate, nature, people, place and partnership**.

## Our values

We have strong connections local communities, charities and businesses, pulling together to drive change and inspire positive action. We want to be a National Park that embraces and benefits from the diversity of thoughts, ideas and ways of working that people from different communities, backgrounds, experiences and identities offer.

- Purpose - We are dedicated to our work
- Achievement - We innovate, inspire and deliver success
- Care - We strive to be sustainable in all we do
- Teamwork - We work together with openness, integrity and respect

Visit [www.newforestnpa.gov.uk](http://www.newforestnpa.gov.uk) to explore who we are and what we do.

## Benefits of working with us:

- ✓ Flexible working, including home working options
- ✓ Holiday Entitlement 22 days per annum pro-rata
- ✓ Pension scheme
- ✓ Training and support provided, on the placement and formal training
- ✓ Friendly and supportive work environment



Made possible with  
**Heritage Fund**



MISSION  
DIVERSE



**Youth Environmental Service**

# RECRUITMENT PROCESS

## APPLICATION

You can apply for this placement via the following link:

[www.surveymonkey.co.uk/r/NTNPlacementApplication22](http://www.surveymonkey.co.uk/r/NTNPlacementApplication22)

This is hosted by Groundwork UK who will monitor applications, before passing them to the relevant placement organisation, who will shortlist applicants for a selection process.

Please ensure that you carefully select the correct role from the drop-down list via the online form, to ensure your details are passed to the correct placement organisation. Applicants will receive an on-screen confirmation when your application has been successfully submitted.

If you have any questions about the application form, contact Groundwork UK at: [newtonature@groundwork.org.uk](mailto:newtonature@groundwork.org.uk)

## INTERVIEWS

We will contact you to let you know whether you have been shortlisted for interview.

We expect to conduct interviews in person **week commencing 29 May 2023**.

If you have any questions about the role or interview process please contact us at: [recruit@newforestnpa.gov.uk](mailto:recruit@newforestnpa.gov.uk)



Made possible with

**Heritage  
Fund**



MISSION  
DIVERSE



**Youth  
Environmental  
Service**

## PLACEMENT DESCRIPTION

<b>Placement title:</b>	National Park Intern
<b>Organisation:</b>	New Forest National Park Authority
<b>Contract type:</b>	12 Months, Fixed term
<b>Number of hours per week:</b>	35 hours per week. Will consider part time role as a reasonable adjustment.
<b>Working pattern:</b>	Monday - Friday, with some evening and weekend work for which Time Off in Lieu will be granted.
<b>Hourly rate of pay</b>	£10.90
<b>Responsible to:</b>	Helen Robinson, Lead Education and Youth Officer
<b>Location:</b>	Lymington, SO41 9ZG
<b>Accessible by public transport:</b>	Yes Train station within 5 minute walk, Bluestar 6 bus to Lyndhurst, Totton and Southampton, X1 and X2 from Bournemouth, Christchurch and New Milton. Remote working using pool vehicles and car sharing.
<b>Anticipated Start Date:</b>	Monday 17 July 2023

---

## ROLE DESCRIPTION

Join Team New Forest, working with a combination of services: engagement, education, communications, planning or policy. Learn about New Forest wildlife, heritage, access, climate, nature recovery and more.

This role will be split 2/3 days a week, or 6+6mths with each of two teams, giving you a wide portfolio of skills, understanding and insight to which future career paths are available.

**Learn from the experts:** shadow our planning officers, rangers, access, heritage, and education or communications staff.

**Be part of a great team:** take part in all national park staff development, consultations, social events and more

**Be a professional:** Benefit from having a line manager, supervisor, and peer support.

**Work with our partners:** spend up to two weeks with a local charity or partner organisation, to demonstrate how contrasting organisations operate and deliver to the public.



Made possible with

Heritage Fund



MISSION DIVERSE



Youth Environmental Service

**Leave us more employable:** follow a tailored programme of training and skills support which will make you more skilled and confident to apply for future jobs

**Step up:** Have a work programme increasingly tailored to your area of interest and be given more responsibilities as your confidence increases

**Inspire others:** Share what you have learned with others including school groups, work experience students and others looking up to you.

**Make yourself heard:** You'll be invited to take part in our early careers branch, where staff under 30 are creating their own space for professional development, youth voice and social opportunities.

### Examples of day-to-day work include:

- Communicating key 'Caring for the New Forest' messages online and face to face with the public e.g., animal safety, litter,
- Assist the planning team process applications in a professional and timely manner.
- Assist our access, heritage, and interpretation team to review and develop new opportunities for people to enjoy and understand the National Park e.g. Using walking and cycling trails, information boards, leaflets and websites/apps
- Planning and delivery of public activities and events including climate and nature education and practical conservation volunteering
- Archiving important records and resources
- Create and update resources for our website
- Undertake a small, directed research project that could inform our future work,
- Opportunities to create content for online press and social media to highlight our work and key New Forest issues

## PERSON SPECIFICATION

### Qualities



Reflective – Are you aware of your own strengths, keen to improve and try new things?



Keen to learn - Do you have a professional can-do attitude and a willingness to learn new skills?



Caring- Show us you have passion and respect for the environment and heritage



Flexible – Can you adapt to changing circumstances and find creative solutions



Made possible with

**Heritage Fund**







MISSION DIVERSE







**Youth Environmental Service**




## **Skills**

-  Competent in the use of IT (familiarity with Microsoft Office would be desirable)
-  A supportive and co-operative team member with the ability to work independently using own initiative
-  Good English language skills, to communicate effectively
-  Organised, motivated, dedicated (willing to commit for the length of contract)

## **You are interested in...**

-  Gaining experience of assisting with countryside events, outdoor activity sessions and associated media
-  Gaining experience in a busy office, working as a team to respond to public requests in good time and in a professional way
-  Interacting with people from all backgrounds, helping them to access the outdoors and connect with nature.
-  The aims of our organisation and special qualities of the National Park

## **You are willing to...**

-  Work outside normal office hours on occasions
-  Work outdoors in all weathers, and able to stay positive in the face of challenges.
-  Navigate and travel to remote locations with colleagues or work alone, if transport options are available.

# **SUPPORT AND TRAINING OPPORTUNITIES**

This placement is part of a national programme - New to Nature - funded by the National Lottery Heritage Fund. This will include additional elements of training and personal development support provided by Groundwork UK and partners, as well as on the job training and support from New Forest National Park Authority.

Each trainee will complete an in-depth induction programme with input from New to Nature partners, along with tailored advice and guidance from a Groundwork Employment Coach at key points during the placement. This may include identifying skills and training opportunities or help with your CV and job search skills.

New Forest National Park Authority will also be providing support for participants, including:

- 1-month induction with our teams, finding your strengths and areas of interest



Made possible with  
**Heritage Fund**



MISSION  
DIVERSE



**Youth Environmental Service**

- Mini research project to get you started.
- Access to online training and employee support with a broad range of topics
- Externally funded training e.g., first aid in the outdoors

All New to Nature trainees will be invited to participate in a learning Network. This will create opportunities to take part in different talks, workshops and discussions focused on the environment sector, hosted by Groundwork and our partners.



Made possible with

**Heritage  
Fund**



MISSION  
DIVERSE



**Youth  
Environmental  
Service**