

Vacancy Title – Research Support Officer (Student Placement)

Expected vacancy commencement date – Flexible start date around mid-September 2024

Salary / wage - £22,010 per year

Contract hours – 37 hours per week

Summary for display in search results

The National Forest Company is offering a 12-month placement within our Operations Team to provide support to our research and evidence program.

Details

The National Forest Company facilitates the creation and ongoing development of the National Forest – a 200 square mile area of the Midlands. The NFC is currently looking to better understand the impact of over 30 years of habitat restoration in the area through both direct data collection and analysis, and through research collaborations with external academics. Our internal evidence base spans not only our comprehensive mapping of forest creation, but also datasets linked to the societal and economic changes evident across the area. External collaborations also span the breadth of our work, with current projects including those looking at woodland resilience, monitoring wellbeing in natural spaces and understanding visitor behaviour.

The postholder will assist the Research & Evidence Manager to maintain and expand current datasets, as well as supporting the wider NFC team to communicate what these datasets mean for people, the environment and the economy. Given the breadth of data types, an understanding of working with spreadsheets is needed, and familiarity with spatial data is desirable. However, full training will be given on NFC-specific systems. In addition, the postholder will gain experience in the practical projects the NFC undertakes across the region, including tree planting, habitat creation/management, outdoor learning and sustainable tourism. This post would suit someone with an interest in understanding how varied and seemingly disparate data can be brought together to demonstrate the impact of long-term landscape restoration.

Main responsibilities

- Validating and updating existing records in our spatial database.
- Ensuring all new records are entered accurately.
- Analysing and reporting trends in the data, including the production of suitable visualisations.
- Collecting and collating spatial data from fieldwork.
- Providing technical and administration support for external research collaborations.

Person Specification

- At least a basic level of knowledge and experience with GIS applications.
- Good working knowledge of Microsoft Office suite, including Word, Excel and PowerPoint.
- Diligent with a high level of attention to detail.
- A high level of enthusiasm, self-motivation and flexibility.
- Ability to work autonomously and as part of a team.
- Clear communication skills.
- A commitment to environmental issues and equal opportunities.

The principal place of work will be at the National Forest Company's offices in Moira, Leicestershire. However, the NFC currently operates flexible working arrangements which includes some home working (usually up to 3 days per week) where appropriate and depending on the needs of the organisation.

The National Forest Company relies on the experience and commitment of people of all ages and backgrounds. It operates as an inclusive organisation and welcomes applications from all.

Application procedures

Applicants should send a CV and cover letter (of no more than 1000 words) detailing why they are suitable for the role to lwarren@nationalforest.org. Please reference CONFIDENTIAL – RSO 01/09/24 in the subject line.

Applicants are also asked to complete a monitoring form so that we can ensure that our processes are fair, transparent and promote equality of opportunity. The information will be treated as strictly confidential and used for statistical purposes only.