



## Job Vacancy Information Pack

### Post: Aquatics Section Head

**Job Reference: EX574 (please quote on application form)**

This pack contains all the information you need to know when applying for a vacancy at Yorkshire Wildlife Park, included in the sections below:

1. Important Information
  - Useful information about the recruitment process, equal opportunities, company & departmental information.
2. How to apply
  - Accepted methods of application and how to submit.
3. Application form
  - Yorkshire Wildlife Park encourages green practices. Please reduce your ecological footprint by completing the form electronically and returning via email.
4. Job Description
  - A breakdown of the vacancy and what is expected from the successful applicant.
5. Job and Person Specification
  - A list of essential and desirable criteria for the post.

## Important Information

### The Organisation

Thank you for your interest in our advertised vacancy. Since its opening in 2009, Yorkshire Wildlife Park has evolved to become the UK's number 1 on-foot safari. We feature walkthrough exhibits that take the guest directly into the world of the animals. A dynamic centre for conservation and welfare, the park currently has around 400 animals across 70 different species. We aim to provide a quality, value for money experience that excites and inspires our guests.

### Equal Opportunities

Yorkshire Wildlife Park is committed to equal opportunities in all aspects of recruitment and employment.

Job descriptions and person specifications define the qualification, experience and other skills required for the post and will only include those factors which are necessary and justifiable on objective criteria for the satisfactory performance of the job.

As part of our commitment to equal opportunities we are monitoring job applications for equality purposes. To help us in our endeavours we ask you to complete an equal opportunities monitoring form at the end of the job application



form. The equal opportunities monitoring form will be detached from your application form, stored separately and used solely to provide statistics for monitoring purposes.

### **Yorkshire Wildlife Park's Mission Statement**

To create a dynamic, interactive experience and regional centre of excellence for the conservation of biodiversity globally and locally that is sustainable both for the environment and the business. To promote a wider understanding of the natural world and inspire generations to support and protect the world around them.

### **The Animal Department at Yorkshire Wildlife Park**

It is the responsibility of the animal department to provide a high standard of care for the animals at the park. We achieve this by the supply of suitable diets and enrichment as well as building enclosures which are innovative in their design and offer a stimulating environment for the animals. We aim to interact with the public through talks to effectively communicate important welfare, conservation and environmental messages. The department contributes to conservation by being an active member in European breeding programmes, undertaking fundraising for in situ projects and by facilitating research within the park.

Each member of staff needs to research and learn about conservation issues, have a good knowledge of the animals (in situ and ex situ), the conservation projects we support, breeding programmes we are involved with, experiences we offer and how zoos and parks are organised and work. They also need to have a full knowledge of the park and its visitor facilities.

### **Use of Curriculum Vitae (CVs)**

Our policy is to recruit and employ our employees on the basis of their suitability for the vacancy.

An application form allows us to compare individuals based on the same criteria and as such we do not accept a CV unless it is accompanied by a fully completed application form.

### **Shortlisting**

To ensure that the people we employ are matched to the role and our business aims, we operate a robust shortlisting procedure which involves a two-stage interview process. Candidates should ensure before they apply for a position with YWP, that as a minimum they meet the essential criteria outlined in the person specification and are available to attend interviews on the dates outlined on the job specification.

Due to the volume of applications we receive, it is our policy not to inform candidates who have not been shortlisted to interview stage. If you do not hear from us within one month of the closing date, we will have decided not to take your application any further.

### **Pre- employment Checks**

All offers of employment are made subject to the following criteria:



Proof of eligibility to work in the UK and two satisfactory references.

## **How to Apply**

All applicants are required to fully complete the YWP application form in order to be considered for any vacancy. You should refer to the person specification when completing Section 5 of the application form as this is the criteria we use to measure you against.

Complete application forms should be returned to the HR Department by midnight of the closing date specified. Late applications will not be accepted under any circumstance.

Yorkshire Wildlife Park promotes green practices, please support us in our endeavours by completing the application form electronically and returning via email.

A CV can be used as a supportive document to the application form but cannot be used to replace any part of the application form. Applicants who have used their CV to replace parts of the application form will have their application rejected.

Complete application forms should be returned to the HR Department via email:

[recruitment@yorkshirewildlifepark.com](mailto:recruitment@yorkshirewildlifepark.com)

## **Application Form**

The YWP application form is available to download from the vacancies page of our website in pdf and word format.



## Job Description

<b>Job Title:</b>	Aquatics Section Head
<b>Reporting to:</b>	Section Manager/ Head of Animals
<b>Department:</b>	Animals
<b>Qualifications:</b>	Diploma in the Management of Zoo and Aquarium Animals (DMZAA) or a degree level qualification in an animal or conservation subject area

### Primary Responsibilities

To lead and motivate a team of dedicated animal rangers to ensure exemplary husbandry and welfare standards for all animals within the section and provision of an outstanding guest experience. Implementation of health and safety standards and operational procedures for the section. To deliver our conservation education mission through public engagement.

### Key Work Objectives

- Ensure exemplary standards of husbandry, health and welfare standards within your section of responsibility.
- With support from the Section Manager, responsible for the management and supervision, training and development of all rangers within the section.
- Responsible for maintaining a motivating, supportive and professional culture and working environment within the team.
- Implement and monitor compliance with health and safety standards through effective risk assessments and standard operating procedures.
- Responsible for the delivery of innovative animal demonstrations, talks and presentations to meet the park's objectives for interpretation and informal conservation education.
- Ensure all animal records within your areas of responsibility are accurately maintained.
- Complete checks on animal health, equipment and enclosures before opening and closing and periodically throughout the day.
- Monitor all animals within your areas of responsibility for signs of illness, injury or distress. Co-ordinate with the Section Manager to organise veterinary interventions. Supervise the administration of medical treatments as necessary.
- Maintain and advance animal welfare including the design and implementation of enrichment and training programmes for animals on the section.
- Implement hygiene, biosecurity and disease prevention protocols to minimise the risk of infectious and zoonotic diseases.
- Act as the taxonomic expert for species under your care providing specialist advice to the animal department.
- Ensure an exemplary experience for all guests entering your areas of responsibility.
- Represent YWP at external events if required.

### General

- Assist other departments and sections in their duties as directed by the Section Manager or Head of Animals.
- Assist with park wide operations and commercial activities such as events, conferences and experiences.
- Undertake any other reasonable duties as instructed by the management team.



## Job Specification

<b>Job Title:</b>	Aquatics Section Head
<b>Reporting to:</b>	Section Manager/ Head of Animals
<b>Working Hours:</b>	Basic of 40 hours per week scheduled in accordance with business requirements. To include weekends and bank holidays as required.
<b>Salary:</b>	£25,700 gross, per annum
<b>Contract:</b>	Permanent (subject to the successful completion of a probationary period)

### **Main Duties & Responsibilities:**

- Ensure consistent exemplary husbandry and welfare standards on the section.
- Management of the team members.
- Implement and consistently monitor health and safety protocol.
- Provision of an exemplary guest experience.

### **Candidate:**

- Excellent interpersonal skills.
- Strong leadership skills and experience.
- Enthusiastic and self-motivated with the ability to work well under pressure.
- To be considered, applicants must be confident in delivering talks and presentations to large audiences on a daily basis.
- Must be flexible and able to work during our peak times which include weekends, bank holidays and school holidays.

**Start Date:** As soon as possible

**Closing date for applications:** Sunday 31<sup>st</sup> March 2024.



## Person Specification

### **JOB TITLE: Aquatics Section Head**

Assessment Criteria	Essential (E) Desirable (D)
<b>Experience</b>	
Comprehensive experience of working within the zoological industry including experience managing a range of mammal species with aquatic mammal experience being advantageous..	E
Experience of developing and delivering conservation education through presentations, demonstrations, talks and interpretation to audiences of all sizes.	E
Previous experience working within a customer facing role, delivering exceptional guest care	E
Leading/ supervising a team of staff	E
<b>Skills/ Abilities</b>	
Ability to manage staff proactively, effectively and consistently to maximise performance of the team including the ongoing development and mentoring of junior staff	E
Good verbal and written skills with the ability to communicate to managers, colleagues and members of the public at all levels,	E
Excellent time management and organisational skills	E
Must demonstrate confident management and team building skills in order to develop and advance staff, particularly during periods of change.	E
Must be physically competent in performing manual tasks on a daily basis.	E
Strong problem-solving skills with the ability to implement effective resolutions.	E
<b>Knowledge</b>	
An expert knowledge of animal husbandry, welfare and enrichment.	E
Ability to maintain and enhance animal reserves to maximise animal welfare, staff safety and public display.	E
Ability to manage and implement animal training techniques and enrichment to advance animal care	E
Understanding of ZIMS record keeping, health and safety management (including risk assessments).	E
Ability to coordinate and participate in research, science and conservation in the park.	D
A comprehensive knowledge of the species within Yorkshire Wildlife Park's animal collection	E
<b>Qualifications</b>	
Diploma in the Management of Zoo or Aquarium Animals (DMZAA) or a degree level qualification in an animal/ conservation subject area	E
Certificate in First Aid at Work	D
Full UK driving licence	E