



# Estates Operative

CANDIDATE PACK

May 2026

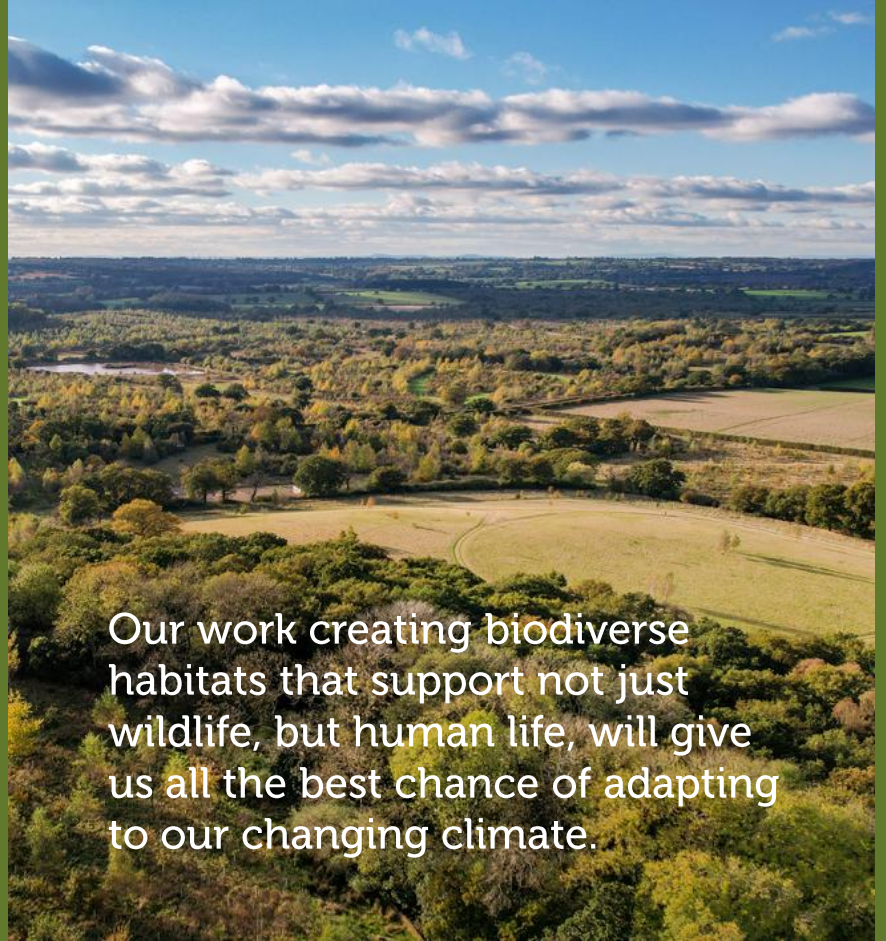
# WHO WE ARE

The Heart of England Forest is **helping to reverse centuries of woodland decline** by creating and conserving a huge broadleaf forest in the heart of the country, a place of enduring natural beauty, protected and secured for generations to come.

We take our mission very seriously; it has never been more important to invest in our natural environment. Our work creating biodiverse habitats that support not just wildlife, but human life, will give us all the best chance of adapting to our changing climate.

## **The Forest is more than just trees...**

It is home to an incredible array of habitats, including new tree planting, mature and ancient woodland, grassland, heathland, farmland, and wetland, that enable animals, plants, and people to thrive. As the Forest grows, **eventually covering 30,000 acres** (an area the size of 17,000 football pitches), so too will the benefits to both our health and that of the natural world.



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# OUR PEOPLE

We value our people; we are proud to be a [Real Living Wage Employer](#) and a [Disability Confident Employer](#).

Our amazing community of volunteers helps us with all aspects of creating and managing the Forest all year round, including tree planting, wildlife and habitat surveying, managing footpaths and assisting with our education programmes. We are proud to have been awarded the [Queen's Award for Voluntary Service](#), recognising the incredible support our volunteers give to the charity.

[Read more here](#): [Heart of England Forest volunteers recognised with Queen's Award | Heart of England Forest](#)



# JOIN US

Maintaining and managing the Forest in perpetuity for the benefit of people, wildlife and the environment is our biggest challenge.

This is an exciting time of growth and development for the Heart of England Forest. With our new Chief Executive, we are reinvigorating our ambitious vision and updating our strategy to deliver one of the most significant resources for climate change mitigation and nature recovery in the country.

You can also find out more about our impact here charity here: [Our impact | Heart of England Forest](#) and in our most recent annual report: [Download our Annual Report | Heart of England Forest](#)

If you are inspired by our vision and our energy and would like to join us in creating an incredible breath of fresh air for the nation, we would love to hear from you.



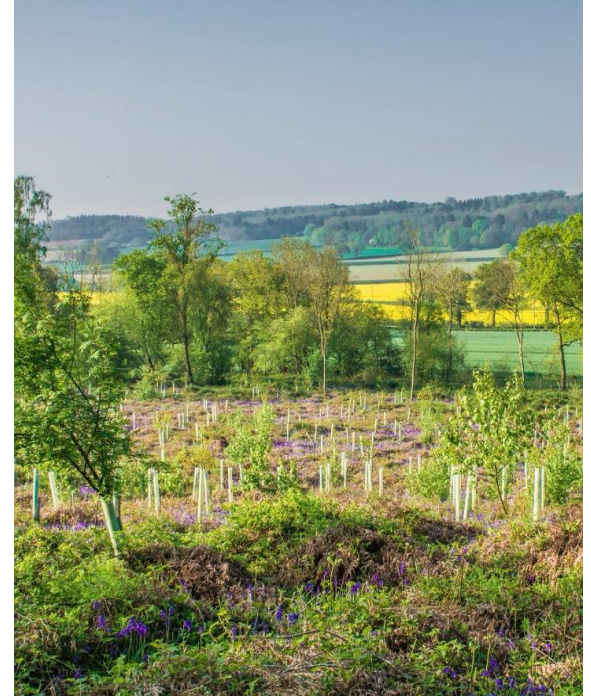
# THE ROLE

We're looking for someone join our estates team, helping to maintain and develop our beautiful Forest estate.

## JOB SUMMARY

You will be part of a small but effective Estates team responsible for the care, maintenance and protection of the Charity's estate, infrastructure and boundaries.

The role involves carrying out both planned and reactive repairs and maintenance, completing minor building projects, in addition to supporting wider organisational activities.



# KEY RESPONSIBILITIES

## ESTATES MAINTENANCE

- Carry out a wide range of Estates maintenance and labouring duties:
  - Fencing, gates, bridges and tracks
  - Excavation and drainage
  - Water supplies
  - Undertake planned land management activities to support other teams e.g. hedgerow cutting, mowing, path maintenance and site clearance
- Maintaining interior infrastructure:
  - General repairs and upkeep
  - Minor plumbing
  - General assembly of office furniture and outdoor equipment
  - Moving furniture
  - Painting

## ESTATES REPAIRS

- Respond to repair requests from across the charity to undertake reactive repairs to estate infrastructure:
  - Diagnosing faults e.g. water leaks
  - Padlocks and interior locks
  - General office and welfare facility items
  - Repairs to all Estate infrastructure

## KEY RESPONSIBILITIES (continued)

### OTHER RESPONSIBILITIES

- Identify risks and issues regarding the estate and work with colleagues in the Estates function to prioritise mitigation or resolution
- Provide advice on job requirements and when required meet with external contractors
- Use a range of agricultural equipment including tractors, implements and trailers
- Use a range of power and hand tools
- Use a range of fixed machinery and equipment
- Work as part of a team and also complete tasks independently
- Work collaboratively with other departments and external contractors across the Charity and represent the Estates team professionally when working on-site
- Arrange the repair of equipment with external third-party suppliers

### GENERAL

- Demonstrate and promote the values of the Heart of England Forest.
- Maintain a commitment to high standards of health and safety at all times. Ensure all work is undertaken within the Heart of England Forest health and safety policy and processes.
- Play an active part within the wider Heart of England Forest team.
- Make active use of information and resources gained via personal networks to inform the development of this role.
- Perform any other duties consistent with the role and / or reasonably required by your line manager, and/or the Senior Leadership Team.



# YOUR SKILLS AND EXPERIENCE

## ESSENTIAL

- Experience of building or gardening, labouring and maintenance work within an agricultural or commercial setting.
- Experience of using power and hand tools as well as fixed machinery and equipment
- Previous experience of a variety of heavy-duty manual based tasks and able to work outside in all weather
- Demonstrate a strong sense of ownership and pride in the quality of work delivered across all Estates tasks
- Confident to identify and deliver practical solutions to issues and repairs
- A good understanding of and to be able to work in accordance with Health and Safety Legislation
- Full driving licence (manual)

## DESIRABLE

- Land management qualifications or willingness to work towards them
- Experience of groundworks and plant operation
- Previous experience of constructing and repairing fencing, gates etc.
- Experience of using a tractor, towing and using agricultural implements
- Basic plumbing and / or woodworking skills

# TERMS OF APPOINTMENT

Contract: 1 x permanent

Annual salary: £28,000 - £31,000 p/a

Reporting to: Facilities Manager

Annual leave: 28 days, plus bank holidays

Additional benefits:

Contributory pension scheme  
(matched at 4.5%)

Group income protection scheme

Group life assurance scheme  
(x4 death benefit)

Employee assistance programme

Medical health cash plan

## HOURS

Normal working hours will be 37.5 a week, usually between 08.00 and 17.00, Monday to Friday. However, some out of office hours work may be required occasionally, for which time off in lieu will be given.

## LOCATION

You'll be based at out of our head office in Dorsington, working across the Forest Estate. The post holder must have the willingness and ability to travel across the Heart of England Forest daily to meet the demands of the role.




# HOW TO APPLY

If you believe that you are the right person to help take our work and ambition to the next level, we really want to hear from you.

Email your CV and supporting statement to: [jobs@heartofenglandforest.org](mailto:jobs@heartofenglandforest.org)

The deadline for applications is: Sunday 31<sup>st</sup> May 2026 - midnight.

The Heart of England Forest is committed to safeguarding and promoting the welfare of children and vulnerable adults. Applicants must be willing to undergo protection screening appropriate to the post, including checks with past employers and DBS disclosure.

 [heartofenglandforest.org](http://heartofenglandforest.org)  [@heartofenglandforest](https://www.facebook.com/heartofenglandforest)

 [@theheartofenglandforest](https://www.instagram.com/heartofenglandforest)  [Heart of England Forest](https://www.linkedin.com/company/heart-of-england-forest)



## DIVERSITY STATEMENT

We are building a culture where diversity is valued, and we can all be ourselves. We still have work to do but are strongly committed to inclusive practices which demonstrate fairness, equality, and anti-racism in everything we do. We will not tolerate less favourable treatment of anyone, especially those with legally protected characteristics, and welcome applications from all sections of all communities.

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Registered Charity Number 1097110  
(in England and Wales)

Company Registration Number 4309564  
(in England and Wales)