COLCHESTER ZOOLOGICAL SOCIETY

Charity no. 1105621

Colchester Zoological Society is home to over 150 species and is dedicated to supporting conservation projects around the globe. As an award-winning visitor attraction with over 1 million guests visiting each year, every staff member at the Zoo works together to ensure that our guests have an enjoyable and unforgettable experience.

JOB TITLE: **Team Leader – Reptile Section**

An exciting position has arisen for an experienced Team Leader to join our team and contribute to our mission at CZS in a full-time role working within our Reptile section; the section responsible for a range of reptiles, amphibian, fish and invertebrate species.

JOB SUMMARY:

The candidate will manage the Reptile section driving forwards the husbandry and welfare standards of the animal species in their care.

As a Team Leader, the candidate will be required to input ideas for the continual progression and development of animal husbandry, breeding management and enclosure design on the section.

The job holder will be responsible for leading the section and mentoring, motivating and managing section staff (deputy team leader, lead keepers, senior keepers and qualified keepers). The candidate will produce safe working protocols, practices and risk assessments for working in and around the species on the section.

The job holder will deliver enclosure encounters and experiences to zoo visitors for a range of species across the section, as well as deliver educational husbandry content to visiting college groups and social media.

The candidate will also look to lead internal zoo subcommittees, where appropriate, and be willing to represent, and present, at external conferences on behalf of CZS.

MAIN JOB PURPOSE:

1. Provide excellent husbandry standards and welfare for a range of species
2. Manage employed and voluntary members of the animal section and lead the section in the Team Leader's absence
3. Produce safe working practices across the animal section
4. Deliver enclosure encounters and experiences to zoo visitors, educational groups and for social media
5. Represent CZS in external settings where required

OTHER KEY ACTIVITIES:

- Demonstrate commitment to continuous professional development.
- Perform other duties as reasonably directed by the Animal Management Team (Zoological Director, Manager of Living Collections and Head Keeper)

WORKING HOURS: This is a full-time position. An average of 40 hours a week (5 days) which will include regular weekend work and will increase in busy periods.

UNIFORM: Full uniform (including boots) will be provided. Full uniform must be worn at all times. Boots are allocated on the passing of the three-month probation period.

SALARY: £36,296 per annum

EVALUATION: For the first three months of employment, the jobholder will be asked to complete a one month and three month self-assessment. This will gauge their feelings of the job and assess their progress towards meeting targets.

WORKING ENVIRONMENT:

- CZS is a non-smoking environment and smoking is not permitted by members of staff whilst on the premises.
- CZS is an equal opportunities employer.
- You may be required to work off site on animal transfers on occasion.

Whilst doing this job, the employee is likely to be exposed to:

- Category 1/1A animals
- Outside weather conditions
- Tropical exhibits with high temperatures
- Moving mechanical parts
- Toxic or caustic chemicals
- Lifting heavy loads

TEAM LEADER SPECIFICATION

	Essential	Desirable
HUSBANDRY SKILLS AND EXPERIENCE	7+ years' experience in a zoological collection or in an animal field. Excellent standard of practical skill in animal husbandry, including training and enrichment Excellent standard of animal observation skills Excellent ability to develop animal husbandry, breeding management and enclosure design on the section Ability to manage the animal section in the absence of the Team Leader, with limited assistance Ability to drive forward the overall standards of the section to a higher level (excellent competency) Excellent knowledge of ZIMS Vast knowledge of zoo licencing and legislation Excellent skills in handling and restraint of various species High confidence and ability in dealing with medical issues	Knowledge of water quality parameters and management for a range of species Experience in operating filtration systems and life support systems Knowledge of uv requirements for a range of species
TEAM WORK AND ABILITY TO FOLLOW INSTRUCTION	Ability to work in a team and contribute to team goals (excellent competency) Ability to harness positive relationships with all other team members regardless of level / section (excellent competency) Ability to follow instruction and carry out tasks at manager's / senior staff member's request (excellent competency) Ability and willingness to sit on additional zoo subgroups and committees	
LEADERSHIP AND MENTORING	Ability to mentor and allocate work duties to the animal section's employed staff members and volunteers (excellent competency) Ability to lead an internal zoo team e.g. subgroup or committee	

	Essential	Desirable
HEALTH AND SAFETY	Excellent understanding of risk assessments Ability to ensure safe working practices at Deputy Team Leader level Ability to manage risk in a zoo environment Ability to develop safe working protocols Excellent understanding of zoo emergency procedures	
COMMUNICATION AND PRESENTATION SKILLS	Excellent communication and presentation skills to deliver animal encounters and experiences Excellent communication and presentation skills to deliver education sessions and media	
SKILLS AND EXPERIENCE	Computer literate with excellent knowledge of the major Microsoft Office programmes Excellent written skills, including record keeping Excellent written skills, including proposals and protocols	Trained in manual handling Trained in working at height
OTHER	DMZAA or equivalent qualification Full driving licence Ability to use own initiative to solve problems (excellent competency) Hard working and highly-motivated Excellent punctuality and time keeping Dependable and trustworthy Flexible and adaptable Warm, open-minded and professional Ability and willingness to represent CZS at external conferences Ability and willingness to present at external conferences and lead internal training at CZS Commitment to employment at CZS	Firearms certificate

HOW TO APPLY

If you are interested in applying, please complete the **CZS Employment application form,** Please ensure all sections of the application form are completed, do not enter 'Refer to CV'.

Send your CV and completed Employment Application Form to **Mrs Liz Butcher, Living Collections Manager, by email to vacancies@colchesterzoo.org**

Applications for the role are open until the position is filled.

Please be aware that we will only process applications that include a completed application form and CV. We do have a lot of interest in our vacancies, if you have not heard from us after four weeks of submitting your application you should assume you have not been successful on the occasion.

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CZS EMPLOYMENT APPLICATION FORM

Return completed form by email to the contact named within the advertised vacancy.

SECTION ONE – Position Details (type in information)	
Position applied for:	**Team Leader – Reptile Section**
Department:	**Animal Department**
Previous employment at CZS: (Include job title, department and dates.)	
Are you eligible to work in the UK in accordance with the Immigration and Asylum Act 1999? (You must be able to provide documentary evidence that you are entitled to work in the UK without the need for CZS to apply for any kind of work permit.)	
National Insurance number:	

SECTION TWO – Applicant Details (type in information)	
Title:	
Surname:	
First Name(s):	
Postcode:	
Telephone:	
Email Address:	

SECTION THREE – Qualifications (type in information)		
Qualification (Inc. grade)	**School / University / Institution**	**Date Achieved**

SECTION FOUR – Continuous Professional Development, other training, current study (type in information)		
Qualification (Inc. grade)	**School / University / Institution**	**Date Achieved**

SECTION FIVE – Membership of Professional Body, include any offices held (type in information)		
Qualification (Inc. grade)	**School / University / Institution**	**Date Achieved**

SECTION SIX – CURRENT / MOST RECENT EMPLOYMENT (type in information)			
Job Title:		**Current Job:**	
Employer:			
Start Date:		**End Date:**	
Salary:			
Main duties and responsibilities:			
Notice Period:			
Reason for leaving:			

SECTION SEVEN – PREVIOUS EMPLOYMENT: (type in information)			
Job Title:		**Current Job:**	
Employer:			
Start Date:		**End Date:**	
Salary:			
Main duties and responsibilities:			
Notice Period:			
Reason for leaving:			

PREVIOUS EMPLOYMENT CONTINUED... (type in information)			
Job Title:		**Current Job:**	
Employer:			
Start Date:		**End Date:**	
Salary:			
Main duties and responsibilities:			
Notice Period:			
Reason for leaving:			

PREVIOUS EMPLOYMENT CONTINUED... (type in information)				
Job Title	**Employer**	**Start Date**	**Leave Date**	**Reason for leaving**

GAPS IN EMPLOYMENT – please specify reasons and dates for any gaps in employment (type in information)

SUPPORTING INFORMATION - Please provide any information in support of your application. This should provide us with evidence of the skills, knowledge, personal attributes, competence and experience to carry out with the role for which you are applying (type in information)

REFERENCES – Please give the details of two referees, one should be your current or most recent employer (i.e. you line manager or Head of Department) References from family or friends are not accepted if you have an employment history (type in information)			
Title:		**First Name:**	
Can the reference be contacted?		**Surname:**	
Job Title:			
Address:			
Email:		**Telephone:**	
Relationship:			

Title:		**First Name:**	
Can the reference be contacted?		**Surname:**	
Job Title:			
Address:			
Email:		**Telephone:**	
Relationship:			

DISABILITY – Do you require any special arrangements to be made to participate in the selection process on account of a disability? If yes, please give brief details (type in information)

CONVICTIONS – Have you ever been convicted of a criminal offence i.e. cautions, reprimands or warnings? If yes, please give details of any unspent convictions.

DECLARATION: Please read carefully before signing this application	
I confirm that the above information is complete and correct and that any untrue or misleading information will give my employer the right to terminate any employment contract offered. I agree that the organisation reserves the right to require me to undergo a medical examination. (Should we require further information and wish to contact your doctor with a view to obtaining a medical report, the law requires us to inform you of our intention and obtain your permission prior to contacting your doctor). I agree that this information will be retained in my personnel file during my employment and for up to six years thereafter and understand that information will be processed in accordance with the Data Protection Act. I agree that should I be successful with this application, I will, if required apply to the Criminal Records Bureau/Scottish Criminal Records Office for a basic disclosure. I understand that should I fail to do so, or should the disclosure not be to the satisfaction of the company, any offer of employment may be withdrawn or my employment terminated.	
Signed:	
Date:	