



## Police Support Volunteer Task Description

|                         |                                |                     |                           |
|-------------------------|--------------------------------|---------------------|---------------------------|
| <b>Task Description</b> | District Wildlife Assistant    | <b>Reporting to</b> | District Wildlife Officer |
| <b>Section</b>          | Protective Services Operations | <b>District</b>     | District                  |
|                         |                                | <b>Rank</b>         | Police Support Volunteer  |

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| <b>Overall purpose of task</b> | To assist the Divisional Force Wildlife Officer with admin support with reference to their role of education and enforcement of the Wildlife and Countryside Laws. |
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| <b>Key outputs for task</b> |   |
|-----------------------------|---|
| 1.                          | Assist with admin support   |
| 2.                          | Liaise with public and advise where appropriate   |
| 3.                          | Liaise with external agencies   |
| 4.                          | Organise PSV visits to vulnerable wildlife sites to discourage wildlife crime and report incidents to divisional wildlife officer |
| 5.                          | Organise PSV staffing of 'exhibition' stalls at events across the division  |

| <b>Requirements</b>  |
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| Knowledge of wildlife and countryside law  |
| Experience of working with countryside groups or partner agencies                                |
| Ability to engage with members of West Yorkshire Police and members of the public where required |
| Detailed knowledge of local wildlife   |
| Willing to complete training as appropriate  |

| <b>IT Access</b>   |
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| Outlook, Dutysheet |

| <b>Police Building – Perimeter and Zone Access</b> |
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| Access to District workplace                       |

| <b>Vetting Level</b>                            |
|---|
| Police Staff Recruitment Vetting (NPPV Level 2) |