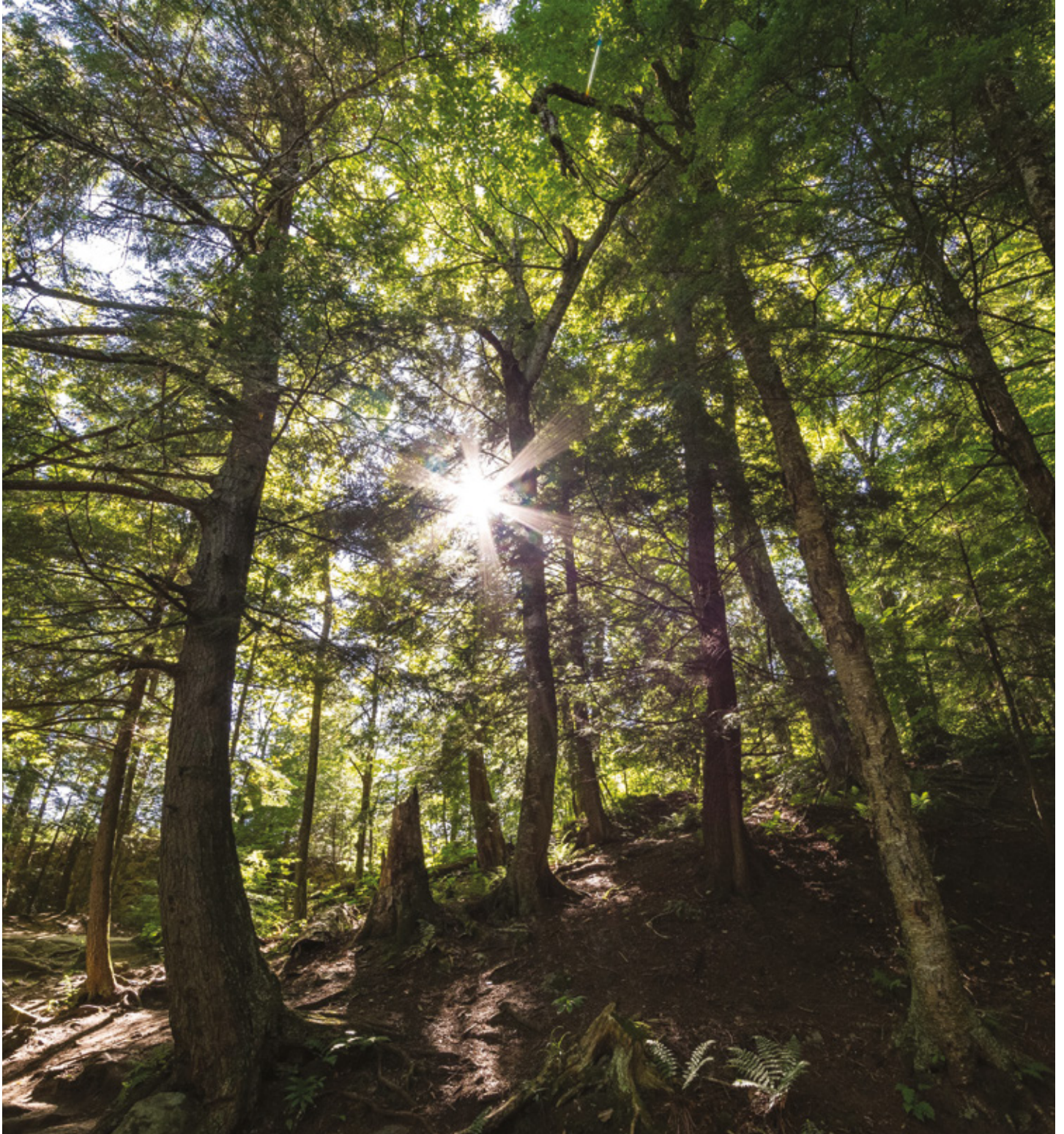




Job description

Safety & Risk Manager



SAVING SPECIES FROM EXTINCTION | WWW.DURRELL.ORG

DURRELL WILDLIFE CONSERVATION TRUST is a Registered Charity with the Jersey Charity Commissioner, registered charity number: 1
DURRELL WILDLIFE CONSERVATION TRUST - UK is registered in England and Wales. A charitable company limited by guarantee. **REGISTERED CHARITY NUMBER** 1121989
REGISTERED COMPANY NUMBER 6448493 **REGISTERED OFFICE** c/o Ogier Global (UK) Limited, 4th Floor, 3 St Helen's Place, London, EC3A 6A

Job purpose

The Safety & Risk Manager will support Durrell teams across the world to maintain safe and secure working environments for staff, students, volunteers and visitors. The post holder will be responsible for assisting managers to implement Durrell's health and safety policies and procedures, monitoring safety performance, assessing risk and proposing solutions, and encouraging a positive safety culture across the organisation.

This role will be based in Jersey but will provide support across the Trust and as such will require occasional travel to the UK and Durrell's international Field Programmes. The post will be based at Durrell's headquarters in Jersey Zoo and will comprise a mix of desk-based work and working directly with staff across the site.

SAFETY & RISK MANAGER

DEPARTMENT

Safety, Risk & Safeguarding

REPORTS TO

Global Head of Safety, Risk & Safeguarding

TERM

Permanent

HOURS

Full time

LOCATION

Jersey

Interviews to take place week commencing 15 September 2025



Key responsibilities

- Act as the competent advisor on health and safety matters, monitoring developments in the field locally and internationally in order to provide expert advice and information to the Trust.
 - Supporting management and staff at all levels to develop and review departmental risk assessments and safe systems of work, including providing assistance with identifying solutions to workplace risks that are raised.
 - Supporting management to develop and review emergency procedures and participating in drills including fire and animal escape.
 - Undertaking workplace inspections and supporting individuals to complete arising actions.
 - Coordination of Durrell's Safety & Risk Organisational Groups.
 - Promoting a positive incident reporting culture and assisting with incident investigation, root cause analysis and recommending improvements.
 - Overseeing training needs analysis, alongside development and delivery of health and safety training in both e-learning and face to face formats.
 - Supporting departments based on site at Jersey Zoo with contractor management and statutory inspections.
 - Supporting Field Programmes to ensure delivery and compliance with grants and donor obligations.
 - Building and maintaining excellent working relationships with Durrell staff and volunteers, as well as with existing partners and other external stakeholders.
 - Production of quarterly reports and internal/external comms pieces as required.
 - Development and review of content on Durrell's internal Safety, Risk and Safeguarding intranet site.
 - Oversight of safety and risk budget lines.
 - Promotion of a positive organisational safety culture.
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Knowledge, skill and ability

- NEBOSH Level 6 Dip or equivalent – working towards or holding.
- Demonstrated knowledge of UK and European legislation and guidance is essential with knowledge of international legislation and guidance desirable. Direct experience dealing with regulatory agencies and/or compliance officers is preferred.
- Experience of health and safety practice in a multi-site setting, preferably with international experience.
- Experience in developing and implementing health and safety related policies and procedures.
- Experience in developing and delivering training.
- First aid/ mental health first aid instructor qualification or willingness to work towards certification.
- Strong administrative and organisational skills and an attention to detail.
- Excellent communications skills with proven ability to engage with multiple stakeholders, with competing priorities.
- Ability to work independently and with remote team members in UK and elsewhere.
- A working knowledge of UK safeguarding best practice would be desirable.
- Proficiency in Microsoft packages – Sharepoint, Teams, Excel etc.
- Current driving license
- Proficiency to communicate in French would be desirable.

Behaviours and values

- Passionate about conservation and an understanding of and commitment to Durrell's vision, mission and aims.
- A positive outlook and 'can do' attitude are vital, showing resilience and creativity in problem-solving.
- Open to adopting creative approaches and problem solving when faced with challenges and limited resources.
- Acts with integrity and with the best interests of the employer at all times.
- Ability to demonstrate initiative and work well under pressure.
- Respectful of the opinions of others and willingness to collaborate.
- Ability to work independently but also works collaboratively with colleagues and partners.
- Demonstrate awareness of and sensitivity to cultural, ethnic, gender and ability issues.
- Works proactively and has a determination to reach targets and excel at tasks.
- Maintains the highest level of data protection and confidentiality.



Introduction to Durrell

Durrell Wildlife Conservation Trust is an international charity working to save species from extinction. Headquartered in Jersey in the Channel Islands, Durrell focuses on the most threatened species in the most threatened places.

Established by author and conservationist, Gerald Durrell, in 1959, Durrell delivers its conservation mission through our three integrated core areas of operation:



**A centre of excellence
in animal husbandry,
research, training and
education**



**Training future
conservation practitioners
and monitoring and
evaluating conservation
science which underpins
all Durrell activities**



**Conservation action
where it is needed most**

With a track record of 60 years, Durrell leads some of the world's longest running and most successful species and habitat recovery programmes. The quality of our work is equally as important as how we deliver it. Our values, underpin how we approach our work and the work environment we create.

Our values

PURPOSEFUL

We are clear on why we do what we do, are connected as an organisation, we understand and demonstrate enabling / delivery, we are passionate about what we do and work tirelessly to achieve it.

ACCOUNTABLE

We are accountable for our actions; we act with integrity and always have the best interests of the Trust at heart. We take it upon ourselves to update our knowledge and deliver excellence, and our ethics are of the utmost importance.

SUPPORTIVE

We develop and encourage our staff, we work as a team, work well with other departments and trust and respect each other. We promote a learning culture, treat people fairly, encourage diversity in the workplace, and value the opinions and views of others.

