



Diocese of Coventry

Biodiversity & Natural Heritage Officer Churchyard Biodiversity & Heritage Project

35 hours per week - some evening work/weekend work required

£32,919 per annum plus 8.5% Employer Pension Contributions

Fixed term for 1 year initially for the Development Stage, with the aim of securing 5 years of funding from The National Lottery Heritage Fund for the 5-year Delivery Stage.

Contractual Location is the Diocesan Offices in Coventry, with hybrid working available (to be confirmed on appointment).

The Role of the Biodiversity & Natural Heritage Officer

Are you an experienced and enthusiastic ecology specialist, inspired by the rich biodiversity found in our nation's churchyards and excited by the opportunity to connect communities with these special spaces?

Could you play an important role in our exciting Churchyard Biodiversity & Heritage Project—an ambitious initiative made possible through nearly £200,000 of Development Stage funding from The National Lottery Heritage Fund? Delivered in partnership with Warwickshire Wildlife Trust and Caring for God's Acre, this six-year project will:

- Empower Anglican churches by supporting church communities in Coventry and Warwickshire unlock their churchyards' potential for biodiversity, heritage, and well-being.
- Engage the wider community by inviting non-churchgoers to be part of the exciting journey of managing and enhancing churchyards
- Promote inclusivity and ensure that under-represented and less-able groups, along with people from all economic and social backgrounds, can access and enjoy these green spaces.
- Contribute to a greater cause by being part of the national dialogue on how local communities and small organisations can respond to the species and climate crisis.

This is a unique opportunity to shape a landmark project that enhances the ecological and historical value of churchyards across the Diocese of Coventry, while building lasting connections with the communities they serve.

The main responsibilities of the Biodiversity and Natural Heritage Officer are:

- To provide the lead on integrating biodiversity, habitat restoration and species protection into churchyards across the Diocese

- Coordinate biodiversity surveys, analyse data, and shape conservation priorities with local church groups and experts.
- Develop detailed management and activity plans, working closely with the Community Engagement Officer, appointed consultants and other national initiatives.
- Help to inspire community involvement and volunteer leadership in the care of our churchyards
- Assist the Project Manager with progress reporting and data supporting the preparation of the Heritage Fund Delivery Phase application.

What we are looking for in a Biodiversity and Natural Heritage Officer:

- A passion for biodiversity with proven experience in habitat management, biodiversity conservation, and writing strategic conservation management plans.
- Skilled in inspiring and coordinating volunteers, with a passion for inclusive community involvement in environmental projects.
- Familiarity in delivering environmental projects for faith-based or voluntary organisations.
- Excellent verbal and written communication skills, with the ability to build relationships across church communities, partners, and stakeholders.

This post reports to the Project Manager and is based in Coventry

Equality, Diversity and Inclusion Statement

We welcome Diversity at the Diocesan Board of Finance

We are dedicated to employing staff with diverse backgrounds, abilities and working styles.

We understand that a diversity of ability can involve a diversity of needs.

We are committed to actively supporting all staff members to fulfil their potential.

If you have a disability, long-term illness or are neurodivergent, and feel this prevents you from meeting any of the essential criteria, please contact us to discuss the adjustments we can make for you.

All employees undertake equality, diversity and inclusion training.

For more information....

Full job description and Person Specification are available from
<https://coventry.anglican.org/about/vacancies/>

For an informal discussion regarding this role, please contact Andy Duncan to arrange a telephone conversation, Andy.Duncan@coventry.anglican.org

Closing date for applications: 31st July 2025
 Interviews will take place at the Diocesan office: 27th August 2025

Please send completed applications to:
 Email: recruitment@coventry.anglican.org

Or post to:

Simone Smith, Coventry Diocesan Board of Finance, Diocesan Offices, 7 Priory Row, Coventry, CV1 5EX.