

# RECRUITMENT PACK

## UNGULATE KEEPER



May 2024



# INTRODUCTION

Thank you for your interest in this role and working at The Knowsley Estate, we hope that this recruitment pack provides you with the information that you need to pursue your application. Please ensure that you read all parts of this document in order to complete your application as requested and tailored to the role and person specification.

This pack contains the following:

- About the Knowsley Estate
- About Knowsley Safari
- Benefits of Working at The Knowsley Estate
- Key Information about our recruitment process
- The Role
- The Person
- How to Apply



# ABOUT THE KNOWSLEY ESTATE

Owned by The Earl and Countess of Derby, The Knowsley Estate is comprised of two operating entities. Firstly, Stanley Enterprise, the leisure arm of the business, focussing on outstanding quality of customer service and guest experience and home to two great Merseyside icons – Knowsley Hall and Knowsley Safari. Secondly, The Stanley Estate and Stud Company which operates the landed side of the business including farmland, residential properties and Stanley Grange Business Village. Further afield in Newmarket near Cambridge, is Stanley House Stud and which is home to the family's 'Mare in a Million' – Ouija Board.

The walled Estate covers over 2500 acres and has been in the ownership of the Stanley Family since 1385 and from that time the history of the family has been closely intertwined with the history of the country. If you delve into the family's history, you'll discover that Lord Stanley was created the 1st Earl on the battlefield of Bosworth by Henry VII, the 14th Earl was Prime Minister three times, the 15th Earl was Foreign Secretary and the 17th Earl was Minister of War during the First World War and involved in negotiating the Treaty of Versailles.

The beautiful park was landscaped with the advice of Lancelot 'Capability' Brown in the 1770's. The park was extended in the nineteenth century and is enclosed by a stone wall 9 ½ miles long. At times in its long history, the park has contained a racecourse and (reputedly) a gold-mine.

At The Knowsley Estate, we know that ultimately, it is our staff's commitment and hard work that will drive us forward. It is our vision to value and invest in our people to inspire them to channel their pride and passion in their work towards our goals. We are committed to the personal development of our staff where aspirations can be met and opportunities are available.



KNOWSLEY



# ABOUT KNOWSLEY SAFARI

Knowsley Safari is situated within the grounds of the Knowsley Estate. Animals and discovery have always been at the heart of the Estate – even before the safari park was ever created. Edward Smith Stanley, the 13<sup>th</sup> Earl of Derby, founding member of the Zoological Society of London and president for 20 years, built up a huge collection of birds, mammals and fish from around the world, many of which had never been seen in Britain before. At the time, Lord Derby's private zoo became the largest and most important of its type in Britain and when he died, his menagerie was as big as 28 bird species and 94 animal species – and an impressive 756 animals bred at Knowsley.

In October 1970, nearly 120 years later, the 18<sup>th</sup> Earl of Derby got permission to build a 346-acre wildlife and game reserve on part of the Estate. The first in the North of England and the first in a big city. Knowsley Safari Park opened in 1971 and quickly became one of the North West's leading attractions, with new exhibits and the extension of the safari drive to 5 miles in 1973.

In 1994, the 19<sup>th</sup> Earl of Derby took over and increased the visitor numbers and stepped-up participation in worldwide endangered species breeding programmes. Over the past few years, discussions have been underway to change the safari park as we know it now within the 'Master Plan'. This includes ideas around new animal habitats, a visitor hub, better facilities for guests in the winter months, with attractions and adventure which enable us to be open more days throughout the year. Our Tiger Trail opened in June 2018 and is a great example of the type and quality of exhibit that you can expect to see in Knowsley's future.

We attract over 600,000 guests every year and were awarded the *Large Visitor Attraction of the Year in the Liverpool City Region Tourism Awards 2020*. We do amazing work to inspire and connect our communities with the natural world for the benefit of future generations through our enthusiastic and expert people. Our aim is to be an exemplar in the zoological industry and to other large visitor attractions, we want to be the best!

We are a member of the British and Irish Association of Zoos and Aquariums (BIAZA) and the European Association of Zoos and Aquaria (EAZA).



# KEY INFORMATION

## BENEFITS OF WORKING AT KNOWSLEY

- 33 days' annual leave, inclusive of bank holidays (increasing with service)
- Access to a generous pension scheme
- Complimentary tickets to Knowsley Safari
- Free entry to affiliated zoo's and collections through BIAZA
- Discounts on a range of products and services offered by the Estate
- Investment from us into you and your role
- Estate Summer BBQ and Christmas Tea Party staff events
- Health Shield Healthcare including health cash plan to cover costs such as dental and optical
- Employee Assistance Programme, a 24/7 counselling and support helpline to discuss any worries or issues anonymously
- PERKS online discount scheme
- Thrive wellbeing app full of tips and techniques to help you monitor and improve your health
- Cycle to Work scheme
- Free Uniform
- Free car parking
- Celebration of Service awards

### Shortlisting

Candidates should ensure before they send in their application, that they have read through The Role and The Person thoroughly and that they meet the criteria outlined for this role as a minimum.

Due to the high volume of application we receive, we regret that we are only be able to contact those applicants who have been shortlisted to interview. If you have not heard from us within one month of the closing date, please note that we have decided not to take your application any further at this time.

### Right to Work Documentation

We ask all candidates to bring with them documentation to prove that they have the right to work in the UK, this is normally your passport, or birth certificate and proof of national insurance but you will be advised of other documentation if the above do not apply.



# THE ROLE

J O B T I T L E	Ungulate Keeper
C O N T R A C T T Y P E	Permanent
W O R K I N G H O U R S	Your normal working hours are to be worked 5 out of 7 days as required for the fulfilment of your duties. You will be expected to work weekends and bank holidays.
R E P O R T T O	Ungulate Leadership Team
S A L A R Y	£24,401 - £25,997

The following job description has been designed to give a clear definition of the role, but it is hoped that the employee will seek to develop the role to the best of their ability and that the role can be developed to make full use of their potential.

## Purpose of the Role

To provide and maintain the highest standards of animal husbandry, welfare and exhibitory on a daily basis, whilst fostering excellent team working as well as open, honest and accurate communication both within and between teams.

To maintain a high standard of facility and equipment care as outlined by the animal management team and ensuring excellent visitor services through creating a welcoming environment and informing visitors in an appropriate manner.

## Main Duties and Responsibilities

### Animal Care

To ensure the highest standards of animal husbandry, welfare and exhibitory including:

- Enhancing good knowledge of the species in your care and basic husbandry techniques
- Taking a hands-on approach in the daily animal husbandry, working directly with the animal species in your care/section, providing appropriate cleaning, dietary needs and a secure and enriching environment under the direction your department leadership team.
- Liaising with section colleagues on animal health, welfare and behaviour.
- Maintaining the section and enclosures, ensuring that housing, outside areas, vehicles and tools are kept clean and tidy, whilst complying with the Health & Safety guidelines
- Daily observation of the animals, their habits, health, interactions etc. notifying your leadership team of any abnormalities or concerns promptly

## Main Duties and Responsibilities Continued

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- Recording behaviour, management, enrichment, mating and other observations accurately and thoroughly in diaries/ daily reports / other agreed record keeping systems.
- Strict adherence to animal health protocols (biosecurity/ quarantine measures). Provision of daily progress reports on animals under treatment as required. Administering medicines as directed.

### Collection Planning, Conservation, Research

- Gaining good knowledge of the roles of all species in your care and actively contributing to the species fulfilling these roles.
- Have sufficient knowledge of the conservation projects supported by the company and ongoing research projects pertinent to the species in your care, as well as actively share this knowledge
- Actively contribute and cooperate with any ongoing research project of species under your care by collecting data/samples, providing access

### Facility Maintenance

To maintain a high standard of facility and equipment care as outlined by your superiors, including:

- Cleaning all areas on your section as well as shared facilities used for animal care purposes daily/weekly or as required.
- Providing repair works on facility/equipment where needed and possible in a safe manner. Report any deterioration or issues beyond your own technical repair abilities to your department leadership teams.
- Actively contributing to work-efficiency and cost saving improvements; suggesting ideas to your superiors.

### Customer Care

To ensure excellent visitor experience through:

- Maintaining high standards of exhibit presentation daily
- Providing excellent customer care, helping visitors with any query or issue they encounter in a polite and appropriate manner
- Ensuring a welcoming environment for Keeper for a Day/Animal Experience guests, guiding them around your section safely and where relevant and informing them about the animals and the company's mission.



## Main Duties and Responsibilities Continued

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### Health & Safety

To ensure a safe working environment for yourself, your colleagues, the visitors as well as the animals is maintained at all times:

- Take responsibility to have good knowledge of the Company's H&S guidelines and keep yourself updated with any new/reviewed H&S regulation, RA and SWP provided by the H&S manager.
- Adhering to H&S guidelines, working within the SWP/RA/COSHH assessments at all times
- Ensuring that any H&S issue is reported immediately to your superiors.

### Communication and Team Working

To foster an open and honest working environment:

- Maintaining open, honest and accurate communication both within and between teams.
- Demonstrating excellent team working within the section as well as the whole company, willing to offer assistance on other section as required.
- Ensuring your department leadership team are informed of any issues relating to the team or its charges.
- Ability to manage daily duties in an acceptable timeframe and ensuring continuity of care is provided by contributing to the rota and being flexible if required.
- Assisting with mentoring of interns and new staff members - getting to know the animals, the section and the company's mission.
- Acting as a representative of KSP at national/international meetings when required, promoting the Company's mission and work in conservation, education and research as appropriate.





# THE PERSON

The successful candidate will have the following characteristics, skills, and qualifications:

We are looking for an enthusiastic, motivated and experienced individual to join our team of Ungulate Keepers.

The successful candidate will have proven previous experience of working with a wide variety of Ungulate species, with sound knowledge of animal husbandry and be able to demonstrate a working knowledge of the natural history and management of animals in their care.

They will have knowledge and experience of working with safe working protocols and must be able to follow instructions well. Along with good interpersonal/ communication skills and being able to work efficiently and independently as well as within the team. We expect the successful individual to provide excellent customer service to our guests.

The successful candidate will be expected to have an animal-based qualification or equivalent experience. As this is a physically demanding role, candidates must be physically fit. Candidates will need to have a full driving licence. Experience driving tractors and off-road vehicles would be advantageous. Due to the position of the park your own transport is essential.

This role includes working bank holidays and weekends. Accommodation is not provided.





# HOW TO APPLY

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Please send your completed application form along with your CV to [recruitment@knowsley.com](mailto:recruitment@knowsley.com).

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**CLOSING DATE:** Midnight on Wednesday 22 May

**INTERVIEW DATE:** 31 May & 03 June

**START DATE:** ASAP

