



PEACEPLUS
Northern Ireland - Ireland

Co-funded by the



European Union



UK Government



Rialtas na hÉireann
Government of Ireland



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**Ulster
Wildlife**

PEAT + Archaeology & Heritage Officer

This project is supported by PEACEPLUS, a programme managed by the Special EU Programmes Body (SEUPB).



CLOSING DATE:

12:00 pm

Monday 16 February 2026

Ulster Wildlife
McClelland House
10 Heron Road
Belfast
BT3 9LE
recruit@ulsterwildlife.org
www.ulsterwildlife.org

ABOUT ULSTER WILDLIFE

We are Northern Ireland's largest local nature conservation charity, established in 1978. We're working to bring nature back on land and at sea, inspire people to take action for nature and climate, and play our part in ending climate and ecological emergencies. We manage 21 nature reserves; save species at risk from sharks to hedgehogs; restore and connect habitats such as peatlands; influence government policy and empower people to stand up for nature. We are one of 46 independent Wildlife Trusts, collectively working across the UK to bring nature back. We are driven and supported by over 14,000 members.

Nature is in crisis and declining at rates unprecedented in human history. Ulster Wildlife has a plan to not only slow the loss of nature, but to actively reverse its decline.

Our Vision - A wilder future where people and nature are thriving together.

See – www.ulsterwildlife.org for more information about us and our important work.

PEACEPLUS PROGRAMME

PEACEPLUS is a new cross-border funding Programme supported by the European Union, the Government of the United Kingdom of Great Britain and Northern Ireland, the Government of Ireland, and the Northern Ireland administration.

The Programme is designed to support peace and prosperity across Northern Ireland and the border counties of Ireland, building upon the work of the previous PEACE and INTERREG Programmes.

The programme has been divided into six themes and 22 investment areas. Each new programme aims to address longstanding social and economic challenges which have and continue to impact our communities. Within each theme there are several investment areas - these will have a more specific focus and target specific organisations such as local authorities or community groups.

The PEAT+ Project has been funded through the Biodiversity, Nature Recovery and Resilience Investment Area, within the PEACEPLUS Supporting a Sustainable and Better Connected Future theme.

PEAT + PROJECT

The PEAT+ project, led by Ulster Wildlife in collaboration with cross-border partners, focuses on restoring peatlands across Northern Ireland and Ireland's border counties. This initiative integrates climate action, biodiversity enhancement, and community engagement to reduce emissions from degraded peatlands and increase their carbon capture post-restoration. It also aims to improve biodiversity, protect historical features, and contribute to flood prevention, water quality, and wildfire risk reduction.

The project is structured into three key work packages: Conservation Planning & Design, Peatland Restoration, and Capacity Building & Community Engagement. Through these efforts, PEAT+ will leave a lasting legacy by restoring vital habitats and fostering long-term environmental and community benefits. Partners in the project include – Ulster Wildlife, Armagh, Banbridge & Craigavon Borough Council, Newry, Mourne & Down District Council, Cuilcagh Lakelands Geopark, Mourne Heritage Trust, Atlantic Technological University Donegal, Crichton Carbon Centre. RTÉ is also expected to partner on the project.

RECRUITMENT PROCESS

APPLICATION FORM

Please download an application form from www.ulsterwildlife.org/jobs. The completed application and monitoring form must be received no later than **12 noon on Monday 16 February 2026** in Microsoft Word format (NOT PDF) via email to recruit@ulsterwildlife.org. Applications received after the deadline will not be accepted. CVs will not be accepted.

Under the section headed 'Role Requirements' it is essential that applicants clearly demonstrate through the use of examples how they meet the essential and/or desirable criteria required for the post. It is not acceptable to simply restate the criteria. The shortlisting panel will not make assumptions and if applicants do not demonstrate, through examples, how they meet the criteria they will not be shortlisted to the next stage of selection.

Ulster Wildlife reserves the right to interview only those who demonstrate on their application form that they fully meet the essential criteria and desirable criteria. Ulster Wildlife reserves the right to apply additional criteria to facilitate the shortlisting process where necessary.

All applicants will be contacted regarding the outcome of their application. However, regretfully due to limited resources, Ulster Wildlife cannot provide feedback regarding your application.

Ulster Wildlife makes employment decisions based solely on merit however any offer of employment is conditional on the receipt of two satisfactory references, certificates to support stated qualifications, and proof of the right to work in the UK. Please note Ulster Wildlife does not hold a Sponsor License.

Candidates who score above the minimum threshold during a recruitment selection process, but whose scores mean they are ranked lower than other successful candidates, may be kept on a reserve list for similar roles for a period of up to 12 months.

Canvassing will automatically disqualify.

Ulster Wildlife supports the principles of equality of opportunity. Ulster Wildlife's Safeguarding Commitment Statement can be found here www.ulsterwildlife.org/safeguarding-statement.

Ulster Wildlife is committed to protecting the privacy and security of your personal information. You can read about how and why Ulster Wildlife uses your personal information here www.ulsterwildlife.org/privacy-notice.

INTERVIEW

Following shortlisting successful candidates will be invited to a face to face interview. The interviews are planned for Thursday 26 February 2026.

The interview will consist of a set of interview questions asked by a panel of Ulster Wildlife staff.

If you have any questions about the role or assessment process, please contact us at: recruit@ulsterwildlife.org or call 07485 329716.

Job Description

Role:	Archaeology and Heritage Officer – PEAT+ Project.
Salary:	£31,685 - £34,096 gross per annum. This will be pro-rated for part-time hours. Access to employer's contributory pension scheme to a maximum of 10% per annum.
Hours:	Part-time - 22.5 hours per week. The nature of this post will require very occasional weekend and evening working, for which time off in lieu will be granted.
Location:	Ulster Wildlife Offices, McClelland House, 10 Heron Road, Belfast. A combination of office and home working will be possible. There will be occasional travel throughout the UK and Ireland. Some lone working will be involved in the role.
Contract:	2-year contract - fixed term to 31 March 2028.
Leave:	24 days annual leave per annum plus 12 days statutory holidays.
Reporting to:	PEAT+ Project Director.
Pre-employment Checks:	Eligibility to work in the UK.
Other Benefits:	Health cash-back plan, flexi-time system.

Overview

The PEAT+ Project Archaeology and Heritage Officer will ensure that archaeological and cultural heritage considerations are fully integrated into the planning and delivery of peatland restoration activities across the PEAT+ project. The role will provide specialist archaeological advice, support statutory and funding compliance, and contribute to appropriate community engagement and interpretation related to peatland archaeology and heritage.

The Project Archaeology and Heritage Officer will initially carry out a desk-based study of relevant project sites to collate existing records of historic features but also to identify any unrecorded features. This desktop survey will be augmented by site visits to project sites to capture further information where required. The postholder will use the draft Peatland Heritage Impact Assessment format developed by Historic Environment Division and collaborate and liaise with HED staff during assessment were required.

All identified historic features will be pulled together spatially into a database and distributed to project partners. The Project Archaeology and Heritage Officer will then work with project partners to determine any risks to historic features from project actions and mitigations measures put in place. The Project Archaeology and Heritage Officer will continue to provide advice and support to project officers and landowners managing works and monitor any risks to historic features and advise on ongoing management and maintenance.

DUTIES OF THE POST

- Provide specialist archaeological input to peatland restoration planning and delivery.
- Identify, assess, and map archaeological features on peatland restoration sites using desk-based assessment and field survey.
- Advise on mitigation measures to protect heritage assets.
- Integrate archaeological considerations into work plans and project activities and outputs e.g restoration plans, wildfire management plans and species action plans.

- Work collaboratively with multidisciplinary teams and project partners.
- Liaise with statutory heritage bodies to support statutory consents and approvals.
- Ensure compliance with legislation and PEACEPLUS funding requirements.
- Support community engagement activities linked to archaeology and heritage e.g. researching heritage aspects of various peatland sites.
- Contribute to interpretation and communication of archaeological and heritage findings.
- Support delivery of talks, site visits, or learning materials.
- Ensure archaeology and heritage contributes to shared learning and sense of place.
- Prepare technical notes and survey outputs and maintain records.
- Contribute to quarterly reporting and evidence requirements in line with PEACEPLUS and SEUPB guidance.

ORGANISATION-WIDE RESPONSIBILITIES OF POST

While every member of staff has their own specific tasks and duties to perform on a day-to-day basis, there are also a number of additional work areas that you will be expected to take part in for the overall development and delivery of the organisation's aims. These include:

- Participation in the development and implementation of the Ulster Wildlife's overall strategy and operational plan.
- Play a proactive and constructive role within Ulster Wildlife's team and ensure knowledge dissemination within the wider organisation.
- Adhere to the policies and practices of Ulster Wildlife at all times and respect the policies and practices of project partners.
- Identify and implement Learning & Development processes.
- Support and ensure positive experiences for volunteers within the organisation.
- Participate in internal staff and Board meetings.
- Support the communications and fundraising functions of the charity as required including representing in the media.
- Ensure that contact with others is of a style and quality consistent with Ulster Wildlife's ethos.
- Respond to internal and external requests for advice and information.

No job description can cover every issue which may arise and subsequently the post-holder may be expected to carry out other duties broadly consistent with those itemised above.

PERSON SPECIFICATION

Essential Criteria

1. A Degree-level qualification in Archaeology or related discipline and at least 1 year's full-time (or part-time equivalent) relevant experience.
2. Proven experience in archaeological assessment or heritage management.
3. Knowledge of relevant legislation in NI and / or Ireland.
4. Demonstrable experience of working effectively as part of a team.
5. Experience of implementing health and safety policies and procedures.
6. Ability to communicate effectively, both written and verbally with a diverse range of people at all levels.
7. Effective organisational skills including the ability to plan, manage and prioritise workloads and meet non-negotiable deadlines.
8. Strong digital skills, including a solid understanding of Microsoft Office and the ability to adapt to new technologies, including AI-based tools.
9. UK Driving Licence or equivalent and access to a vehicle for business purposes to allow the postholder to carry out the full requirements of the role.

Desirable Criteria

1. Experience in the use of GIS software.
2. Experience working in peatland or wetland environments.
3. Experience in community engagement or interpretation.

Issue Date: January 2026

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