



INFORMATION FOR APPLICANTS

The National Biodiversity Network Trust is a charitable organisation with a membership that shares biological data and information under the banner of the National Biodiversity Network, usually referred to as the NBN. The NBN membership includes most of the UK's national biological recording schemes and societies, many of the UK's largest wildlife charities and non-governmental organisations as well as most Local Environmental Record Centres, government agencies, research institutions, museums, botanic gardens and members of the public. Data shared through the NBN are made available currently via the NBN Gateway, an online database holding more than 110 million records.

The National Biodiversity Network Trust was set up as an independent charity in 2000 to oversee and facilitate the development of the Network. It does this through a wide range of programmes working with its members and others.

The **National Biodiversity Network (NBN)** is an innovative way of sharing wildlife information in the UK and is building tools to make this information accessible in a digitised and exchangeable form. By providing easy access to the information people need about wildlife, wise and informed decisions can be made to ensure our natural environment is diverse, rich and sustainable now and for future generations.

The **NBN Trust** is the organisation facilitating the building of the Network. By engaging with our membership, mainly public and voluntary bodies and with other non-member organisations committed to the objects of the Trust, we are able to draw upon a broad range of skills and resources needed to develop the building blocks for an effective NBN

The principal objectives of the Trust as noted in its Memorandum and Articles are:

- to improve and ensure the accuracy and verifiability of collected biodiversity data and to promote its effective collation and interpretation;
- to develop an electronic network connecting all known data holders through the Internet, and to promote public access, with appropriate safeguards for sensitive and personal data.

THE NBN TRUST SECRETARIAT

The post holder will sit within the NBN Trust Secretariat. The Secretariat was developed to assist NBN partner organisations and members of a diverse team of project officers to help communicate progress and developments not only among the membership organisations, but also to a wider audience, as well as support meeting planning and business co-ordination.

THE DEVELOPER

We are looking for a system developer to fill a new role for the NBN Trust. The developer's role is to take the lead in the design, development, testing, implementation and ongoing support and maintenance of the NBN's data sharing infrastructure.

Working as part of a small team, this is a key role reporting directly to the CEO. The post holder will be involved in dealing with key stakeholders and NBN Partners, providing technical advice and support to the NBN Secretariat team and external partners and dealing directly with data providers and users.

Key Responsibilities:

- o Development of the NBN Atlas infrastructure
- o Providing guidance and advice to other members of the NBN Secretariat regarding technical aspects of the NBN Atlas
- o Dealing with feedback and issues raised by NBN Atlas users
- o Providing advice to the NBN's Data Partners on technical issues
- o Building relationships with developers in our partner organisations and the wider Atlas development community
- o Develop solutions to delivery problems
- o Develop high quality software specifications, project plans and documentation
- o Providing support for the wider work of the NBN Secretariat as required

System development experience:

Essential:

- o Experienced in Grails or Java programming and documentation
- o Experience of web standards and protocols including CSS and Javascript
- o Experience of Unix, Linux and Windows operating systems
- o Experience of working with relational databases

Desirable:

- o Good knowledge of NoSQL databases
- o Experience of working with Geospatial projects
- o Experience with virtualised environments
- o Web API design skills and good knowledge of HTTP and WordPress

Other essential skills:

- o Ability to learn technical skills quickly
- o Ability to communicate effectively with a wide range of people from novice users to technical experts
- o Self-motivated with the ability to effectively prioritise workload

Other desirable skills and experience:

- o Qualified to degree level or equivalent in relevant subject
- o Experience of full software development life-cycle including organising, planning, liaison with stakeholders, development, testing, release and maintenance of projects.
- o Experience of managing software development projects
- o Project management skills, particularly as applied to computing, with the ability to accurately estimate application development costs
- o Development of applications for mobile devices
- o Willingness to investigate new technologies as required

COMPLETING THE APPLICATION FORM

Guidance on how to complete the application form is enclosed. Please follow the advice given as it is in your interest to complete the form in the way we require. If you do not do so, you are unlikely to be shortlisted.

DETAILS OF EMPLOYMENT

1. PAY

The salary for the post of Developer will be £35,000 - £45,000 per annum depending on experience. Salaries are paid on the 25th of each month via bank credit transfer.

2. TERMS OF EMPLOYMENT

This post is permanent.

3. WORKING WEEK

The working week for this post is 35 hours per week, exclusive of lunch breaks.

4. WORKING CONDITIONS

The location of this post is negotiable, but with regular travel around the UK for meetings. This may involve long working days, unsociable hours and overnight stays.

5. LEAVE

Annual leave entitlement is 28 days per year plus bank holidays.

EQUAL OPPORTUNITIES

The NBN Trust is striving to be an equal opportunities employer and selection of applicants is based on merit.

THE SELECTION PROCESS

- i The interview panel is responsible for the selection process and will consist of the CEO and two others.
- ii A selection schedule is determined in advance so that recruitment may proceed in a timely manner. Key dates are identified for the receipt of application forms (the closing date) and interviews.
- iii The interview panel meet shortly after the closing date to study the returned application forms and compile a shortlist of applicants.

The closing date for this post is now open ended until recruitment has been made

Please note: We cannot consider late applications. If you would like us to confirm receipt of your form by email please indicate this on the application

- iv The interview panel compares the information provided on the application form to the requirement of the job, as listed in the person specification. The most suitable applicants (those who meet all or most of the requirements) are invited to attend an interview.

Unfortunately, we do not have the resources to respond to those candidates who have not been shortlisted and if you have not heard from us within three weeks of the closing date you should assume that your application has not been successful on this occasion.

THANK YOU FOR YOUR INTEREST IN WORKING FOR National Biodiversity Network Trust
WE LOOK FORWARD TO RECEIVING YOUR APPLICATION FORM.