

## DIRECTORS & COMPANY SECRETARY

The Association of Local Environmental Records Centres (ALERC) is looking for outstanding people with an interest in the Natural World to join its Board.

ALERC is a membership organisation that represents a UK wide network of Local Environmental Records Centres (LERCs). ALERC promotes the role and importance of LERCs, the quality of the data they hold and the services they provide, so that all decisions impacting the UK's biodiversity are made using the best available evidence.

ALERC and its members are in demand. New legislation to improve the UK's biodiversity needs good information. ALERC's role is to ensure its members have the skills and resources to respond to local and national data challenges.

### WHAT ARE WE LOOKING FOR?

We have 3 vacancies on our Board, including the Company Secretary role.

We are particularly keen to encourage candidates with one or more of the following experiences:

- working as an environmental or ecological policy officer
- working in the planning and development environment
- developing a business or social enterprise
- communications and marketing
- providing administrative support to a board, partnership, steering group, etc.

ALERC is committed to achieving equality and valuing diversity and is seeking to better reflect this in its Board of Directors. We would like to hear from candidates from all generations, socio-economic backgrounds, experiences and identities.

### WHAT WILL YOU DO?

As a Director you will be involved in delivering ALERC's Strategic Plan. As well as preparing for and attending Board meetings. Directors also lead or participate in:

- Business development discussions with national organisations (government agencies, NGOs and private businesses)
- Policy and practice working groups
- Knowledge sharing events and workshops for ALERC members

ALERC is also looking for a **Company Secretary**, who will have additional administrative duties. However, the Director with this role is less likely to be involved in the business development and working groups.

The work of the Board is supported by the ALERC National Coordinator.

ALERC expects a Director to commit to approx. 12 days per annum for at least one year. The role is voluntary but reasonable expenses occurred in the role can be reimbursed.

### BACKGROUND

The significance of the loss of the UK's biodiversity is now widely acknowledged by politicians and the public alike. The UK 25 Year Environment Plan (2018) identified that high quality data is required to understand the current state of the UK's natural environment and monitor its recovery. Thus, creating an urgent need to develop new systems combining modern IT data collection with data collected by volunteers.

Local Environmental Record Centres (LERCs) bring together habitat, sites and species data for the areas they cover. Some hold natural capital and other relevant environmental data sets. A considerable amount of work is carried out in LERCs to ensure that the data held is accurate and robust.

It is clear that the combined knowledge and information services of ALERC Members is a critical resource for the delivery of the biodiversity recovery strategies across the UK. Much work has already been carried out at a national level in to understand how to improve data mobilisation from local to national datasets and vice-versa.

## HOW TO APPLY

Please send a copy of your CV and a letter (no more than 2 sides of A4) explaining why you are interested in being an ALERC Director and what you would bring to the Board to Deb Muscat - [national.coordinator@alerc.org.uk](mailto:national.coordinator@alerc.org.uk).

**Close date: 15th September 2023.**

Successful applicants will be interviewed at the end of September.

## FURTHER INFORMATION

For more information about ALERC's work visit our website [About - ALERC](#).

Downloads (PDF):

[ALERC Strategic Plan 2023-2027](#)

[ALERC Annual Report 2021-22](#)

If you have any questions or would like a confidential chat with an ALERC Co-Chair please contact Deb Muscat - [national.coordinator@alerc.org.uk](mailto:national.coordinator@alerc.org.uk).