



**Apprentice Environmental Health Officer  
Waverley Borough Council  
2023 Application Pack**



# Hello!

I'm Suzanne Robinson, Environmental Health Manager at Waverley Borough Council and I'd like to thank you for your interest in this exciting role.

Here at Waverley Borough Council we are strengthening our Environmental Health Team and we would like to give you the opportunity of a place in that team and a career in Environmental Health. You will be part of the continuing effort to maintain and improve the standards of the environment, the food we eat, our workplaces and our homes.

With very strong links to climate change and to public health, the work of an Environmental Health Practitioner is so varied it is difficult to describe in one paragraph. If you think you might enjoy inspecting food businesses for hygiene, investigating accidents at work, serving legal notices on landlords to remedy poor housing conditions, taking measurements of pollution, dealing with noisy neighbours or a huge variety of other opportunities, then please read on.

To fill our 4 year apprenticeship role, we are looking for someone who is ambitious, keen to learn, interested in the subject area and with the commitment to see it through. In return we will fund your degree, pay you a salary (£21,600 per annum), pay for your professional membership of the Chartered Institute of Environmental Health and pay for your reasonable travel expenses to university (£1,550).

When taken as a whole, this package is worth over £100,000 over 4 years and on passing the apprenticeship and the professional pathway you could move into a role where the starting salary of many employers is £35,000 per year rising to £60,000 - £70,000 for more senior management roles.

Whilst you are at Waverley Borough Council, we will give you time to attend university and a supportive environment of friendly colleagues who will guide you through your learning and professional assessments. You will also have a small case load matched to your increasing confidence and competence in the field.

Information about how to register your interest appears later in this information pack and I urge you to consider applying.

A handwritten signature in black ink, appearing to read 'Suzanne Robinson', followed by a period.

## Meet Renee, a previous apprentice within Surrey!



**Renee Lamy**

Environmental Health BSc Apprentice,  
Epsom & Ewell Borough Council

*“When I found out about the apprenticeship, I instantly fell in love with the job role as it was perfectly suited for me – it’s exactly what I wanted to do.*

*Over the course of the first year, I have been balancing work and study, so working one or two days a week and then studying for three days. It’s a front-loaded course so it’s quite intense at the beginning, but organising a good structure has really helped. My team have also been really encouraging and supportive which has boosted my confidence.*

*While the traditional environmental health science course is three years and mostly study-based, the apprenticeship is over four years and we are learning more ways to actually apply our knowledge in the field.*

*Doing the apprenticeship is invaluable because it allows you to see what life on the job is like, and as we’ve got closer to the end of the first year, I have been able to start applying what I’m learning.*

*Having this degree and the experience of working alongside environmental health officers will allow me to explore pretty much any path in any industry. Having no student tuition fees and a salary alongside it is also a huge benefit.*

*For people who are considering the apprenticeship or a career in environmental health, I would say ‘just do it’.*”

## About the degree

The Environmental Health (Apprenticeship) BSc (Honours) degree is a professional programme that will prepare you for a career as an Environmental Health Practitioner in the public or private UK sector. For this opportunity, the University of Middlesex will be offering the academic element of the role.

The Waverley Environmental Health Apprentice role is offered based on the acceptance to this degree commencing September 2023. The University campus is Hendon in northwest London. The apprenticeship is based on full time attendance at University for 4 years blended with occupational experience in the workplace.

Candidates must be able to travel to Middlesex University on teaching days, and must be able to provide the use of a car for undertaking practical experience work within Waverley (for which a mileage component will be paid) on occupational experience days.

On successful recruitment, we will work with you and the University to ensure you are registered on the course since applications take place directly with the University, not via the normal UCAS route.

Your studies on campus and experience in the workplace will be divided per week in the following pattern.

- Year 1: 2 days attendance at college per week (for 24 weeks i.e. the academic year), plus a summer block of 6 weeks (between May and June) where there will be 1 day attendance on campus and 1 day online. The remainder of days will be in the workplace;
- Years 2 and 3: 2 days attendance at college per week (for 24 weeks i.e. the academic year), with the remainder of days in the workplace;
- Year 4: 1 contact time per week with college (for 24 weeks i.e. the academic year), with the remainder of the days in the workplace.

Middlesex benefits from having exceptional facilities on campus that will support your academic and practical learning throughout your time there. As well as excellent teaching space, the campus possesses a food inspection laboratory, an environmental and occupational health laboratory, a Grade 2 microbiology laboratory, a biology laboratory and chemistry laboratories.

### Entry Requirements

Typical entry requirements are:

- Grade 4 / C or above in English and Maths GCSE (or other level 2 equivalent)
- 96 UCAS points (typically grades CCC at A level or other level 3 equivalent)
- Minimum of one science or technology based subject at A level

For more details on the course please see <https://www.mdx.ac.uk/courses/degree-apprenticeships/environmental-health-apprenticeship-bsc>

## About the role of an Environmental Health Practitioner

An Environmental Health Practitioner (commonly referred to as Environmental Health Officer or “EHO” when employed by Local Authorities), ensure that all the physical environments in which we work, eat, live and socialise are safe.

They all have the same common goal: to protect human health by minimising risks, and eliminating dangers, in the natural and built environments. Typically a Local Authority EHO will deal with one or more of the following areas:

1. Food Safety
2. Environmental Protection
3. Health and Safety
4. Public Health
5. Private Sector Housing

The common skill set for all of these is investigatory, problem solving, legal processes, good thinking and reasoning skills, negotiation and persuasion.

The body for Environmental Health professionals in the UK is the Chartered Institute of Environmental Health whose website contains case studies of our colleagues in the field. See [www.cieh.org](http://www.cieh.org) for more information.

More widely, Environmental Health Practitioners are in great demand in consultancies, major supermarkets and other retailers, the hospitality industry, the travel industry, the armed forces and working in the third sector.

During the course of any one day at Waverley Borough Council you might be involved in a visit to a flat suffering from dampness and mould growth, take food samples from a premises suspected of causing food poisoning, analyse digital recordings of noise nuisance to support the service of a statutory notice, negotiate with a landowner to obtain CCTV footage of an environmental crime, write a report to obtain authority to prosecute and liaise with a contractor to cleanse a filthy and verminous property.

The variety of work is huge and there is a certainty of making a real difference in the lives of many people.

## **Working for Waverley Borough Council**

Thank you for your interest in Waverley Borough Council.

This is an exciting time for the council during a period of change as we begin to work closely with Guildford Borough Council sharing opportunities to continue to develop, sustain and improve local services, while taking action to address the climate emergency and manage public finances to provide the best value for money. Waverley is primarily a rural borough with a population of approximately 123,000. It has plenty of character with lively thriving market towns and a diverse business community, as well as some of the most beautiful green spaces in the Southeast.

You can find a lot more about Waverley on our website here: [Waverley Borough Council Home](#).

Waverley Borough Council's main office is situated just off the High Street in Godalming at the Burys, near to the train station and with good links to the A3 and other main routes. We also have other sites around the borough, such as Farnham Memorial Hall. We currently employ around 430 staff who provide a range of services including housing, planning, refuse collection, recycling, environmental services, council tax collection, leisure facilities, playgrounds and parks as well as support for vulnerable people.

Waverley Borough Council has 57 councillors representing local people in 29 wards. At Waverley Borough Council, we contribute to local communities and make a difference to those who live and work in Waverley Borough.

Working with us means that we invest in you and your career in a fair and flexible working environment. During these difficult times, we know that benefits are really important to you. We pride ourselves on our care for your wellbeing including your financial resilience. Benefits include membership and employer contribution to the Local Government Pension Scheme, flexible and agile working, generous leave entitlements, including an additional three days off when the office is closed between Christmas and New Year. We also have a range of learning and development services to support your career goals together with a very successful apprenticeship programme.

## **Next Steps**

### **Application**

Send a letter of application to [environmentalhealth@waverley.gov.uk](mailto:environmentalhealth@waverley.gov.uk) by 23.59 on 15 May 2023.

In your letter please explain:

- Why you think you are well suited to the role
- Your enthusiasm and interest in the subject
- What proposals you have for attending both the University campus in Hendon and the Office in Waverley
- Your existing and/or predicted grades and qualifications
- Any other information you feel will aid us in making our decision

After the closing date we will assess all the applications and select who we would like to interview for the role. Interviews may be virtual or in person during the week of 29 May 2023.