

Job Description

Job Title:	Learning and Engagement Officer
Specific Work Location:	WCRT office is in Keswick, Cumbria (but a flexible approach will be required as much of the time will be spent out in the field at WCRT sites and schools)
Contract Type:	4 years (with extension subject to funding)
Salary:	Starting on £28,837 (pro rata) (with yearly increments following Professional Development Reviews) and 9% pension (optional)
Post reports to:	A Wilder Walkmill Project Manager
Hours:	0.6 FTE time - 21 hours per week

Job Purpose and Summary

WCRT believe that reconnecting people to the natural world is essential to safeguarding its future and it also comes with a host of physical and mental health benefits for people. This exciting role will be delivering environmental education and community activities across West Cumbria, with the aim of engaging people in the watery world around them to ensure its preservation for future generations.

The post holder will deliver a suite of educational curriculum-based and Forest Schools sessions, and outreach to the local community. The post holder will engage schools and local communities promoting the work of WCRT and inspiring people of all ages along the way.

Objectives

The main aim of the role is to promote people's knowledge and appreciation of their natural environment and to foster a lifelong connection with nature, particularly around the lakes and rivers in West Cumbria. This includes pre-schools, primary schools, post 16, special needs schools and home learners groups as well as adult interest groups and volunteers, where we support people to take action for their local rivers.

The post holder will work alongside the education team delivering WCRT's Education Strategy, to:

- Co-ordinate, plan and deliver curriculum-linked environmental activity sessions for schools at both primary and secondary, with a focus on primary learning;
- Adapt existing resources to create new learning resources for use in the local participating schools within the catchment, including to promote Learning outside the classroom;
- Work strategically in partnership with local education providers and other relevant organisations to develop outreach education and actively promote all of the opportunities for involvement;

- Keep up to date with the developments in the National Curriculum, environmental education and safeguarding with the education team and attend training where required;
- Continue to develop an innovative and engaging outreach programme to enable the local community to engage with their local catchment with a particular focus on hard to reach communities and develop suitable interpretation and activities for them;
- To maintain records of all activities and produce reports as required by funders;
- Produce communications and marketing materials to promote events and engage audiences;
- Monitor, record and evaluate the effectiveness of the education and outreach programme through feedback from learners, teachers and other participants;
- Record and manage their own budget for the project with support of line manager and complete monthly reports as required, along with timely reporting to funders;
- Maintain high standards of safety and welfare for learners, education volunteers, teachers and the local community and keep up to date with any new health and safety legislation;
- Develop and deliver Continuing Professional Development (INSET) Training for school staff particularly around health and safety on outdoor education visits to promote and build confidence in riverine outdoor education;
- Deliver a Forest Schools programme and further develop the forest schools with a river theme for the trust;
- Manage interns and work experience placements as required;
- Meet regularly with the education team;
- Meet with the RT education movement on the CoP and in person and share best practice;
- Work with and support other WCRT Staff as required and ensure compliance with WCRT policies and procedures at all times.

Person Specification

Experience

The post holder will be expected to have the relevant experience in the following areas:

Essential:

- At least two years environmental education teaching experience within schools or other relevant settings;
- Developing and delivering high quality in and out of classroom learning for young people, ideally in a riverine setting;
- Effective and sympathetic communication (verbal, written and electronic) with a broad section of society, particularly working with children from disadvantaged backgrounds;
- Promoting awareness of and engaging children and communities with natural heritage;
- Working with people with a wide range of abilities and needs;
- Running community events and activities;
- Liaising with local community groups and other organisations as appropriate;
- Forest Schools practitioner (level 3)
- Knowledge and awareness of safeguarding

- Full, clean driving licence

Desirable:

- Teaching qualification;
- Ability to deliver practical conservation tasks;
- Experience of delivering training for teachers and/or community group leaders;
- Experience of managing and supervising volunteers and developing and delivering training

Knowledge

The post holder is expected to have a relevant qualification or experience in the following areas:

Essential:

- Degree/HND in environmental/conservation qualification or teaching qualification or equivalent experience
- Understanding and keen interest and passion for wildlife
- Sound knowledge of the education system and National Curriculum
- Health & Safety legislation and implementation
- Child protection and safeguarding

Desirable:

- An awareness of social diversity issues and their impact on participation in natural heritage activities

The post holder is expected to have a relevant skills or in the following areas:

Skills

Essential:

- Excellent verbal and written communication skills;
- Proactive with the ability to work on own initiative, independently and as part of a team;
- Ability to organise personal work programmes and meet deadlines;
- General IT skills and desktop publishing;
- First Aid qualification;

Desirable:

- Budget management.

Personal Qualities

Essential:

- Dedicated, adaptable and flexible;
- Enthusiastic and passionate with an ability to inspire others;
- Imaginative, inventive and able to turn ideas into action;

- The ability to deal with a wide variety of people in a friendly and professional manner
- Ability to work under pressure and to deadlines

Other

Flexible working patterns will generally be accommodated and working from home is permitted as required in agreement with the line manager.

WCRT work vehicles are shared amongst all staff so the use of your own car is sometimes required at the rate of 45p per mile. The necessary business use insurance is also required.

Employment is based on the generic job description above of the Learning and outreach Officer although specific duties while aligned to the A Wilder Walkmill project include:

You will manage the learning and outreach elements of the A Wilder Walkmill project funded by the National Lottery Heritage Fund, Sellafield and the Environment Agency.

You will be based at the Trust's office in Keswick which will involve travel between schools and groups in and around Walkmill Community Woodland in Moresby Parks, Whitehaven and schools on the west coast. Some weekend and evening working will be required, for which time off in lieu will be given. West Cumbria Rivers Trust operates as a team and as such it may be necessary, from time to time, for you to undertake suitable and relevant duties, not specified in the Job Description.

Duties specifically for this role are:

- Develop and deliver the extensive range of tasks and duties outlined in the Activity Plan which include interpretation, oral history, designing a play area and events and activities;
- Increase the numbers of visitors to the site by 20%, particularly from the village and nearby Whitehaven;
- Engage the hard to reach schools we have been unable to reach so far
- Run WCRT's Youth Panel including obtaining funding for its successful progression.

Working relationships

Post holder reports to: A Wilder Walkmill Project Manager

Other key working relationships: Walkmill Activity Group, Moresby parish Council, Whitehaven Academy; Moresby Park Primary School; other local primary schools; Rosehill Theatre; Beacon Museum; and the local community.

This post is subject to an enhanced Check by the Disclosure and Barring Service.