



Education and Community Engagement Officer

Maternity Cover

Ingrebourne Valley and across South Essex

As an Education and Community Engagement Officer, you will be delivering wildlife and nature-based programmes to a diverse range of audiences to foster a deeper relation with the natural world and promote the work of Essex Wildlife Trust.

About Essex Wildlife Trust

We are the County's leading nature conservation charity, committed to protecting wildlife and inspiring a lifelong love of nature and one of the largest Wildlife Trusts in the UK.

This is the most important decade in the history of nature conservation and an exciting time to be joining us. If we are to tackle the climate crisis and the ecological crisis, we need the best people to rally around environmental protection.

Our values are Impactful, Collaborative, United and Proactive.

Disclosure and Barring Service

Essex Wildlife Trust is committed to equal opportunities and maintaining a safe and secure environment for all children and young people. The role of a Wilder Learning Officer will involve working in regulated activity with children and young people. Therefore, the successful applicant for this position will be subject to vetting checks including an Enhanced Disclosure and Barring Service check with a barred list check. Please note, it is an offence to apply for this position if barred from engaging in regulated activity relevant to children.



As **Education and Community Engagement Officer**, you will plan and deliver an engaging and inclusive programme of activities for children, families and young people that may include Nature Babies, Nature Tots, Forest School on our sites and school sites, after school clubs, school visits, birthday parties and school holiday events. The position will work across South-Essex with a base at Ingrebourne Valley Nature Discovery Centre.

Hornchurch Country Park is owned and managed by Havering Council and comprises of 97 hectares of green open space, of great wildlife importance and hugely valued by the local community, who use it for walking, running, cycling, dog walking, playing, family visits and much more.

The Ingrebourne Valley, in which the Hornchurch Country Park sits, comprises of 261 hectares of interconnecting habitats, including river, open water, marsh, grassland, reed bed, ancient and secondary woodland, scrub and hedgerows and is home to London's largest remaining continuous freshwater reed bed, designated as a Site of Special Scientific Interest (SSSI) and a Local Nature Reserve.

For more information on our Ingrebourne Valley site, please visit our website www.essexwt.org.uk/nature-reserves/ingrebourne







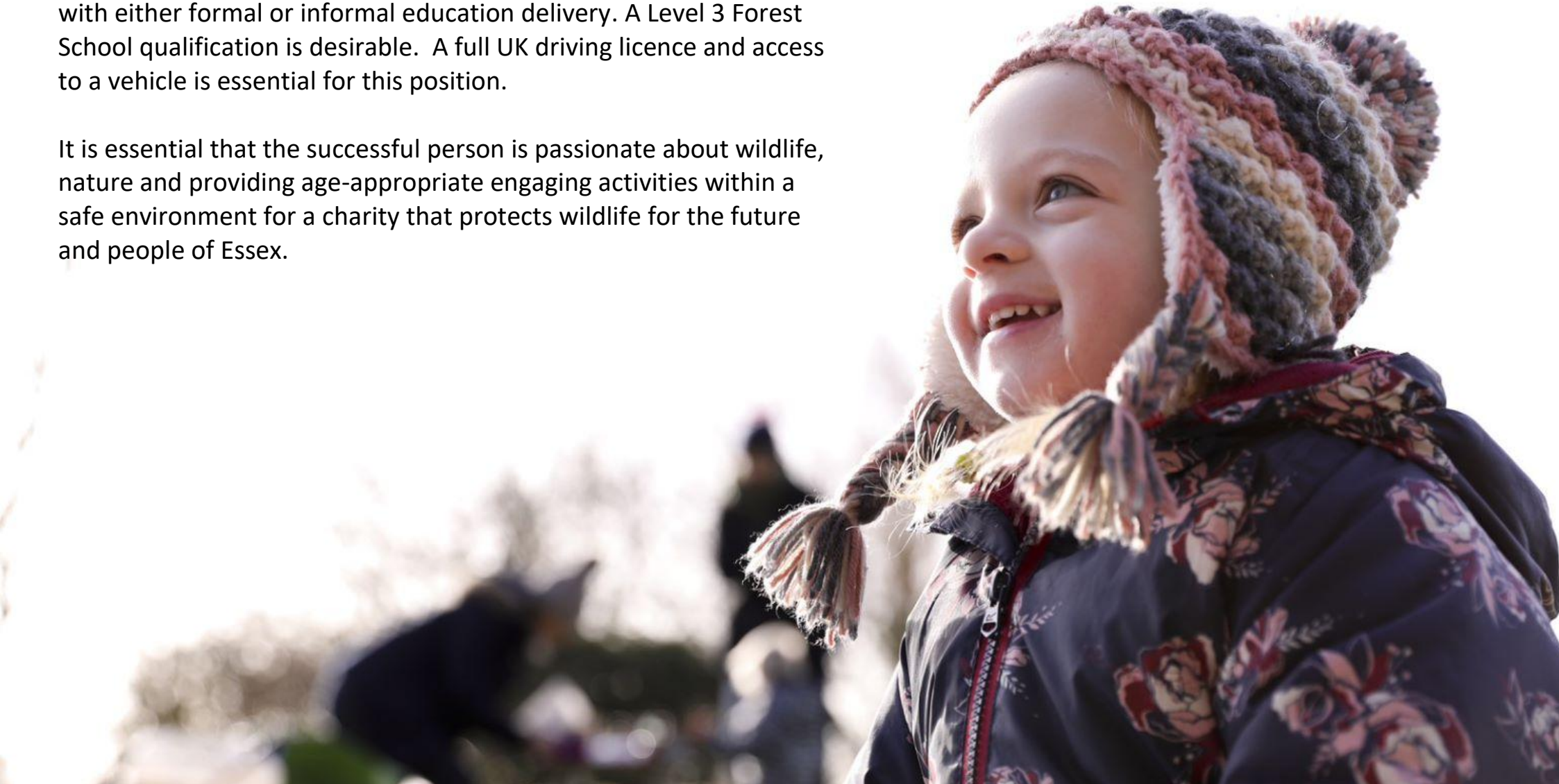
The successful applicant will work alongside our Wilder Learning colleagues at Essex Wildlife Trust in a dynamic, inclusive, and inspiring environment. You will have highly developed organisational and relational skills, experience of leading groups in education-related activities, and an infectious, driven energy for our work. You will also have the same passion as us for widening access to nature.

Essex Wildlife Trust has nine Nature Discovery Centres across Essex, each with their own Education and Community Engagement Officer supported by the Education Manager. The post holder will work alongside the team in South Essex to share ideas and collaborate to ensure our planned activities and events continue to be an engaging experience for the children and young people attending.

This role provides an exciting opportunity for someone who is passionate about making a real difference to wildlife and people, joining a team that is the go-to organisation in Essex for formal and informal outdoor learning, and helping to build our profile as the largest provider of county-based outdoor education in the UK.

This role is well suited to applicants with prior experience in wildlife conservation, environmental science, and/or horticulture together with either formal or informal education delivery. A Level 3 Forest School qualification is desirable. A full UK driving licence and access to a vehicle is essential for this position.

It is essential that the successful person is passionate about wildlife, nature and providing age-appropriate engaging activities within a safe environment for a charity that protects wildlife for the future and people of Essex.



Job Description

- Plan and deliver activities for the Trust's Wilder Learning provision, including Nature Babies, Nature Tots, the Wilder Schools Programme, Forest School, after school clubs, birthday parties, weekend and school holiday activities for children and families, and the Wild Living Programme.
- Develop strong links with local schools and community groups to promote the Trust to the local community, promoting Essex Wildlife Trust as the go-to organisation for high-quality outdoor learning experiences.
- Ensure that budgets are maintained and managed, and income and delivery targets are met or exceeded.
- Ensure that provision is developed across all age groups, targeted according to the Trust's priority audiences, with 'Wildlife for all' at the heart of delivery.
- Ensure that all activities run in accordance with the appropriate policies, procedures, and practices, ensuring that all activities are risk assessed and health and safety compliant, demonstrating the highest levels of professionalism.
- Carry out any necessary administrative aspects of operations, including managing resources and general housekeeping.
- At all times be a reflective practitioner, evaluating your work in the spirit of continuous improvement, ensuring that the needs of participants and partners are met or exceeded.
- Demonstrate and develop skills, attitudes, and behaviours in line with the Trust's Competencies Framework.
- Continue to develop as an expert in outdoor education and nature connectedness, building action and impact into everything you do.
- Support the development and delivery of programmes across all age groups, targeted according to the Trust's priority audiences, with 'Wildlife for all' at the heart of delivery.

- As appropriate, lead on projects within the Trust's growing portfolio of county-wide education-focused engagement projects.
- Work collaboratively and build strong relationships with colleagues across the Trust to create maximum impact across all areas.
- Work effectively with colleagues across the Trust and demonstrate the values of being Inspiring, Collaborative, United and Professional.
- Work closely with colleagues and counterparts across the Wildlife Trusts movement, sharing ideas and best practice, in the spirit of cooperation and continual improvement to create maximum impact across all areas.
- Promote and protect the Essex Wildlife Trust brand.

For more information about our Outdoor Learning and Forest School programmes, please visit

<https://www.essexwt.org.uk/what-we-do/outdoor-learning/forest-school>.



Person Specification

- Experience of managing staff and/or volunteers
- Has experience in wildlife conservation, environmental science, and/or horticulture.
- Has experience of formal and informal education.
- Hold a Level 3 Forest School qualification (desirable).
- Has highly developed problem-solving and analytical skills.
- Has a high level of proficiency with the Microsoft Office suite.
- Can collaborate with other teams and departments to deliver greater impact.
- Follows current affairs, particularly in the environmental and education sectors.
- Is flexible and willing to support out-of-hours demands as and when required.
- Has the ability to work under pressure.
- Has experience of developing successful programmes of education delivery.
- Can demonstrate excellent verbal and written communication skills.
- Has excellent attention to detail.
- Possesses good organisational skills and the ability to handle multiple projects.
- Is proactive and enthusiastic.

Additional Information

- The role entails some evening and weekend working including Bank Holidays.
- The role requires the ability to drive, including a full driving licence and use of a vehicle, though pool vehicles may sometimes be available.
- The role is based at Ingrebourne Valley but may require regular travel across the county and beyond, with mileage paid for additional travel.
- The post holder has a responsibility to safeguard and promote the wellbeing of children and young people.



Terms

The position is a fixed-term contract until June 2026, working 20 hours per week (over four days) based at Ingrebourne Valley Nature Discovery Centre. The role will be working across our South-Essex cluster of Nature Discovery Centres. The Salary is £14,492.36 (FTE £27,173.17).

Annual leave entitlement starts at 26 days per annum increasing annually to 29 days plus Bank Holidays. We provide company sick pay increasing with length of service, an employee assistance programme, a combined 8% contribution pension scheme, staff social days, colleague nomination scheme and discounts in our Nature Discovery Centres.

How to Apply

To make an application, please complete an application form via our website by 9:00am on Monday 19 May 2025. Interviews will be held week commencing Monday 26 May at our Ingrebourne Valley Nature Discovery Centre.

Thank you for your interest in this position and I look forward to receiving your application.

Emma Grove, Wilder learning Manager

