



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.

Education and Community Engagement Manager (North Essex)

Abbotts Hall

As Education and Community Engagement Manager North Essex you will be managing our team of education staff based in the North of the county, overseeing the day-to-day running of the Trust's Wilder Learning provision in your area and ensuring that our community work enables us to reach wider audiences.

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.

Essex Wildlife Trust

Welcome to Langdon Nature Discovery Park



Langdon is our largest local-based nature reserve and a site of national importance for wildlife. Langdon Nature Discovery Park offers miles of paths and spectacular views from some of the highest ground in Essex.

This important landscape currently contains the last remaining ancient woodland in the county, the home of 170000 birds and countless other species. Discover more by exploring the [Langdon Trail](#).

The [Langdon Trail](#) is a 10km circular path that follows the ancient woodland and offers stunning views of the surrounding landscape. It is a great way to explore the area and see the wildlife that lives here.

Langdon Nature Discovery Park is a great place to visit with children. There are many activities to do and a lot of interesting things to see. It is a great way to spend a day with the family.

Help us keep Langdon special by becoming a member of Essex Wildlife Trust today.

Love Essex. Love Wildlife.



We are the county's leading conservation charity, committed to protecting wildlife and inspiring a lifelong love of nature.

Our climate is in crisis and nature needs our help. Together we can protect the future. Join us.

www.essexwt.org.uk



Essex Wildlife Trust



Lake Trail

Based at our main offices at Abbotts Hall you will be the main point of contact for all education-related engagement activities in our North Cluster which includes Nature Tots and Babies, our schools programme, Forest School, Forest School Training and adult learning. With a passion for widening access to nature, you will implement ideas that support us in delivering our 2030 strategy, encouraging people in Essex to take action for nature.

This role provides an exciting opportunity for someone to work closely with the Education and Community Engagement Manager South Essex to develop structured programmes of delivery that engage people with wildlife and the natural world at every age and stage of life, building Essex Wildlife Trust's profile as one of the largest providers of county-based outdoor education in the UK. The successful applicant will manage relationships with stakeholders, including overseeing a growing portfolio of education-focused engagement projects, requiring excellent funder relationship management and operational expertise.







The role involves developing and managing the delivery of our Wilder Communities portfolio of work which aims to mobilise local communities to take action for wildlife, managing the Trust's high-level relationships with local communities and being the main point of contact for the Local Groups in the North Cluster.

The successful applicant will work alongside colleagues at Essex Wildlife Trust in a dynamic, inclusive, and inspiring environment. You will have highly developed organisational and relational skills, experience of managing high performing teams, and an infectious, driven energy for our work.

This role is well suited to applicants with prior experience in wildlife conservation, formal and informal education and team management. It is essential that the successful person is passionate about wildlife, nature and team development through effective leadership.

The position is a permanent role, working 37.5 hours per week based at our main offices at Abbotts Hall. The role will cover our sites and centres in the North of Essex and will require travel across sites.

Essex Wildlife Trust is committed to equal opportunities and maintaining a safe and secure environment for all children and young people. Therefore, the successful applicant for this position will be subject to a safer recruitment process including vetting checks (Enhanced Disclosure and Barring Service check with a barred list check).



Job Description

- Deliver and contribute to the development of an ambitious Wilder Learning Strategy 2030, in line with the Trust's Engagement Strategy, building on existing strengths and successes across the team.
- Deliver and contribute to the development of a Wilder Communities Programme that equips individuals and groups with the skills and knowledge necessary to take action in their local areas.
- Ensure the smooth running and continual development of the Trust's Wilder Learning provision, including Nature Babies, Nature Tots, the Wilder Schools Programme, Forest School, Forest School Training, and adult learning.
- Ensure that the Trust continues to build its profile as a centre of excellence for Forest School Training and adult education, using the 'train the trainer' approach to spread outdoor learning skills throughout the county.
- Line manage and ensure the individual and collective performance of the Wilder Learning Officers and Wilder Communities Officers in the North Cluster
- Work collaboratively with the Education and Community Engagement Manager (South Essex) to ensure continuity of management and support for the Wilder Learning Team
- Act as an education expert, developing and maintaining relationships with schools, organisations, funders, the media, and other key stakeholders.
- 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.
- Work collaboratively with teams across the trust to embed the Wilder Communities ethos.
- Ensure that the Trust's Nature Connectedness Evaluation Framework is embedded in all activities, whereby nature connection is routinely monitored and measured for impact.

- Ensure that the work of the team is guided by the objective of 1 in 4 people in Essex taking action for wildlife by 2030, building action into all activities.
- Oversee a growing portfolio of education-focused engagement projects, demonstrating excellent funder relationship management and operational expertise.
- Working with the Head of Education and Community Engagement and the Education and Community Engagement Manager (South Essex), manage relevant budgets, support the annual budget-setting and target-setting process, and ensure that annual income and delivery targets are met or exceeded.
- Work collaboratively and build strong relationships with colleagues across the Trust to create maximum impact across all areas.
- Oversee all relevant policies, procedures, and practices, ensuring that all activities are risk assessed and health and safety compliant, particularly in relation to safeguarding, demonstrating the highest levels of professionalism.
- Coach the Wilder Learning Team on the management of all aspects of operations, including administration, resources, and general housekeeping.
- Ensure that members of the team are recruited and developed to the highest standards, including induction, line management, and professional development.
- Work effectively with colleagues across the Trust and demonstrate the values of being Impactful, Collaborative, United and Proactive.
- Demonstrate and develop skills, attitudes, and behaviours in line with the Trust's Competencies Framework.
- Work closely with colleagues and counterparts across the Wildlife Trusts movement, sharing ideas and best practice, in the spirit of cooperation and continual improvement.
- Promote and protect the Essex Wildlife Trust brand.
- Undertake any other duties assigned by the Head of Education and Community Engagement that are deemed to be within the scope of the role and the contract of employment.



Person Specification

- Has a relevant professional qualification, such as Level 3 or Level 4 Forest School, or can demonstrate comparable on-the-job experience at a senior level.
- Has experience in wildlife conservation, environmental science, and/or horticulture.
- Has experience of formal and informal education.
- Has experience of developing and managing high-performing individuals and teams.
- Has highly developed problem-solving and analytical skills.
- Has experience of managing complex budgets and is commercially astute.
- 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.
- The role requires an interest in working for a charity that is determined to protect wildlife and inspire a lifelong love of nature.
- 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 Great Wigborough, Essex, but requires regular travel across the county and beyond to other sites. Mileage is paid for extra travel.



Terms

The position is a permanent role, working 37.5 hours per week based at our head office at Abbotts Hall. The role will require travel across the county. The salary is £36,916 per annum.

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

Please complete an application form via our website by 9:00am on Monday 26th May 2025. Interviews will be held on Monday 9 June 2025.

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

Judith Metcalfe, Head of Education and Community Engagement

