

Essex Wildlife Trust

Job Description

Job title: Wilder Learning Intern

Location: Abbots Hall, Colchester



Reports to: Education and Community Engagement Manager (North)

Job Purpose

The role of Wilder Learning Intern is intended as an opportunity for recent graduates to develop the skills and experience to deliver wildlife and nature-based programmes to a diverse range of audiences, fostering a deeper connection with the natural world and promoting the work of Essex Wildlife Trust. Mentoring and training is provided.

Essex Wildlife Trust is the go-to organisation in Essex for formal and informal outdoor learning and the largest provider of county-based outdoor education in the UK. The role requires the postholder to share the Trust's passion for wildlife and widening access to nature, and our enthusiasm for working with people of all ages and stages of life, from infants to adults.

Key Tasks

1. To work with the Education and Community Engagement team to deliver activities for the Trust's Wilder Learning provision, including Nature Tots, School Visits, after school clubs, parties and school holiday activities for children and families.
2. Work closely with the Education and Community Engagement team to ensure that budgets are maintained and managed, and income and delivery targets are met or exceeded.
3. 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.
4. Carry out any necessary administrative aspects of operations, including managing resources and general housekeeping.
5. 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.
6. Demonstrate and develop skills, attitudes, and behaviours in line with the Trust's Competencies Framework.
7. Undertake training such as first aid, safeguarding and play-based wildlife courses in order to develop skills and competencies to deliver a safe and effective programme.
8. Work with the Education and Community Engagement team to deliver programmes across all age groups, targeted according to the Trust's priority audiences, with 'Wildlife for all' at the heart of delivery.
9. As appropriate, deliver activities within the Trust's growing portfolio of county-wide education-focused engagement projects.
10. Work collaboratively and build strong relationships with colleagues across the Trust to create maximum impact across all areas.
11. Work effectively with colleagues across the Trust and demonstrate the values of being Inspiring, Collaborative, United and Professional.
12. 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.
13. Promote and protect the Essex Wildlife Trust brand.

14. Undertake any other duties assigned by the Education and Community Engagement Manager that are deemed to be within the scope of the role and the contract of employment.

Person Specification

Knowledge and Skills

- Hold a BSc Degree or HND in Ecology, Conservation, Environmental or related fields or equivalent experience.
- A Forest School qualification (desirable).
- Has an interest in wildlife conservation, environmental science, and/or horticulture.
- Has an interest in formal and informal education and play.
- Has highly developed problem-solving and analytical skills.
- Is proficient with IT including using Microsoft Office.
- 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 interest in delivering programmes of education delivery connected to wildlife and nature.
- 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 will be working outdoors in all weather conditions.
- The role may entail some evening and weekend working.
- The role requires an interest in working for a charity that is determined to protect wildlife for the future and for the people of Essex.
- 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 will be based at Abbots Hall in Essex but requires 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.

Essex Wildlife Trust Rewards:

- Pension of 3% from you and 5% from EWT for qualifying staff
- Enhanced annual leave allowance starting at 26 days, rising by one day a year to a maximum of 29 days plus bank holidays (pro-rata for part-time staff)
- Enhanced sick pay increasing with length of service
- Staff days and staff social
- Peer nominated Merit scheme
- Up to 20% discount on retail and food and beverage within EWS Nature Discovery Centres
- Ability to take two days out annually to work in another part of the business
- Employee Assistance Programme providing advice on many areas for you and your family, plus a counselling service you can access
- Free Life Assurance worth three times basic salary (T&C's apply)
- The satisfaction of making a difference through working for a conservation charity.

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 pre-employment checks including a Disclosure and Barring Service check. Please note, it is an offence to apply for this position if barred from engaging in regulated activity relevant to children .

Signed: _____ Date: _____

Name: _____