Education and Community Engagement Officer

Belfairs Nature Discovery Centre

We have an opportunity for a passionate individual to join us at Essex Wildlife Trust as an Education and Community Engagement Officer at our Belfair's Nature Discovery Centre.

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.

Credit: Barn Owl photo: Jon Hawkins – Surrey Hills Photography

Essex Wildlife Trust
Welcome to
Langdon Nature Discovery Park
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
Lake Trail

As an Education and Community Engagement Officer, you will deliver formal and informal nature-based learning programmes to a diverse range of audiences, promoting the work of Essex Wildlife Trust. Whilst being based at Belfair's, this role will involve supporting delivery across our sites in South Essex.

You will deliver an education programme for school groups of all ages, including our popular KS4 and KS5 programme. You will also plan and deliver an engaging and inclusive programme of activities for children, families and young people as part of our successful informal learning programme. This may include Nature Tots and Babies, after school clubs, birthday parties and school holiday events. The position will work across South Essex with a base at Belfairs Nature Discovery Centre.

Belfairs Nature Discovery Centre is set in a stunning nature reserve of including woodland areas over 1,000 years old. The site supports a rich diversity of flora and fauna, including several nationally threatened species. It's a vital part of the local landscape providing both ecological value and recreational opportunities for the local community.

For more information on our Belfairs site, please visit our website https://essexwt.org.uk/belfairs

The successful applicant will work alongside our Wilder Learning colleagues at Essex Wildlife Trust in a dynamic, inclusive, and inspiring environment. You will have a passion for engagement and enjoy delivering formal and informal sessions for a range of audiences. You will have highly developed organisational and relational skills, experience of leading groups in education 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. 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 difference to wildlife and people, helping to build our profile as one of the largest providers of county-based outdoor education.

This role is well suited to applicants with prior experience in wildlife conservation or environmental science, together with formal or informal education delivery.

A Level 3 Forest School qualification is desirable but not essential.

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

- Deliver a programme of curriculum-based learning days and sessions for school groups of all ages, including KS4 and KS5.
- Deliver the Trusts programme of informal learning for all ages, including but not limited to Nature Tots and Babies, birthday parties, weekend and school holiday activities for children and families, and adult courses.
- Deliver outdoor learning sessions as outreach at school sites or in community-based spaces.
- Work collaboratively across Essex Wildlife Trust sites to deliver both formal and informal learning sessions supporting colleagues according to the needs of the business.
- Develop strong working relationships with local schools and community groups.
- Create promotional material 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 monitored accurately and income targets are met or exceeded.
- Ensure that all activities run in accordance with the appropriate policies and procedures, carrying out risk assessments and ensuring health and safety compliancy.
- Carry out any necessary administrative aspects of operations, including managing resources and general housekeeping.
- At all times be a reflective practitioner, evaluating your work to ensuring high standards that meet or exceed the needs of our audiences.
- 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.
- As appropriate, lead on projects within the Trust's growing portfolio of county-wide education-focused engagement projects.
- Work effectively with colleagues across the Trust and demonstrate the values of being Inspiring, Collaborative, United and Proactive.
- Promote and protect the Essex Wildlife Trust brand.
- Undertake any other duties assigned by the Wilder Learning Manager that are deemed to be within the scope of the role and the contract of employment.

Person Specification

- Experience in wildlife conservation, environmental science, and/or horticulture.
- Experience of delivering formal and informal education.
- Experience of developing successful events and activities programmes.
- Can create relevant and inspiring learning resources and activities.
- Experience creating and effectively implementing promotional material.
- Can demonstrate effective problem-solving with excellent attention to detail.
- High level of proficiency with the Microsoft Office suite.
- Can collaborate with other teams and departments to deliver greater impact.
- Engaged with current affairs, particularly in the environmental and education sectors.
- Flexible and willing to support out-of-hours demands as and when required.
- Works well under pressure.
- Can demonstrate excellent verbal and written communication skills.
- Strong organisational skills and the ability to handle multiple projects.
- Proactive and enthusiastic.
- Holds a Level 3 Forest School qualification (desirable)

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 Belfairs Nature Discovery Centre but will 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 permanent role, working 37.5 hours per week and based at Belfair's Nature Discovery Centre near Leigh on Sea. The starting salary for this role is £27,444 per annum.

Please note that delivery will be at Belfair's and other locations across our South Essex cluster of Nature Discovery Centres.

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 Thursday 05 November 2026. Interviews will be held on Thursday 19 November 2026.

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

Judith Metcalfe
Head of Education and Community Engagement

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Disability Confident Statement

As a Disability Confident employer, we are committed to offering an interview to anyone with a disability that meets all the essential criteria for the post. Please let us know if you require any adjustments to make our recruitment process more accessible.

Armed Forces Covenant

We are proud to be an employer that supports the Armed Forces Covenant and are committed to supporting those who serve or have served in the Armed Fores, and their families. As part of this commitment, Armed Forces veterans who meet the minimum criteria for an advertised role will be guaranteed an interview.

Third party recruiters and recruitment agencies should note that Essex Wildlife Trust does not accept unsolicited CVs and does not permit agencies to advertise or recruit on our behalf without prior written authorisation. Any agency that submits candidates or reproduces our vacancies without our written consent does so at its own risk and will not be entitled to any related recruitment fees. We reserve all legal rights in respect of unauthorised use of our recruitment materials, branding and vacancy information.