



Job Title: Community Education Officer

Reporting to: Wolf Fields Project Manager

Department: Conservation

Job Type: Part-time, one year fixed term

Hours: 7.5 hours per week (0.2 FTE) **Salary:** £21,000 per annum pro rata

Description: The post will be one day a week, primarily outdoors at Wolf Fields Nature Reserve in Norwood Green, West London. Some home working and attendance at a local office hub will be required as well as travelling to local schools, churches and colleges.

Desired start date: 1st March 2021

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Overview:

A Rocha UK is the largest Christian conservation charity in the UK, equipping Christians and churches to care for the natural world. We run conservation activities across the UK, on our own nature reserves and on land managed by our partners; we equip and inspire Christians to enjoy, nurture and defend nature; and we manage the Eco Church scheme, which over 3000 churches have now signed up to.

Wolf Fields is our urban nature reserve, situated in West London. This used to be an area where drug dealing and fly tipping took place. It is now a multi-purpose green space enjoyed by the local community and transformed for biodiversity.

Purpose of Job:

Community Education Officer will lead eco-education work for adults and young people on site and local community.

Key responsibilities:

- **Maintaining and developing a viable eco-education programme**
- Sharing A Rocha UK's vision and mobilising prayer
- Facilitating and exploring possibilities for joint work projects on site with schools, colleges and churches in collaboration with the Project Manager
- Supporting the Project Manager with site activities and events
- Supporting site surveys and monitoring and recording of data
- Maintaining regular contact with local volunteers
- Assisting with the planning, communication and implementation of a local strategy for reaching more people for nature

Person specification:

Essential requirements

- Undergraduate degree in a conservation related subject (or equivalent experience)
- Working knowledge of the UK conservation sector
- Experience in two or more of the following areas of work in a conservation setting:
 - Project management
 - Research
 - Event organization
 - Communications
 - Administration
 - Youth or children's education
- A practicing Christian: A Rocha UK is a non-denominational Christian charity with a deep commitment to our faith, community and cross-cultural collaboration. This requires all staff to be willing to and able to participate fully in the spiritual life of the organisation, including regular collective prayer and reflection, annual staff residential retreat etc.

Key competencies & skills

Essential

- Excellent organisational and multitasking skills
- Able to meet deadlines and prioritise the workload
- Excellent written and verbal communication skills
- Demonstrable experience of communicating effectively with colleagues and the public
- Tactful and diplomatic, with good people skills
- Demonstrably good team player
- Able to work on own initiative
- Willingness and ability to learn and listen to others

- Experience of using MS Office (Word, Excel)
- Enjoy working in a diverse team environment with a combination of office based and remote staff and volunteers

Desirable

- Postgraduate degree in a conservation related subject (or equivalent experience)
- Previous project leadership experience
- Experience of working cross-organisationally with different interest groups
- Experience of managing budgets
- Experience of working with and managing volunteers
- Full, clean UK driving licence

Please note that a DBS check will be required for this post

How to apply:

Applicants should send a covering letter explaining why they are interested in this position and how they meet the job specification, together with a full CV, to Andy Lester, Head of Conservation, at uk@arocha.org.

Closing date: 5.00 pm on 30th January 2021

Interviews will be held in early February 2021 and the role will commence in March 2021.