



**Essex**  
Wildlife Trust

# Head of Education and Community Engagement

We have an opportunity for a suitably qualified individual to join us at Essex Wildlife Trust to be our Head of Education and Community Engagement.

## About Essex Wildlife Trust

We are the county's leading conservation charity, committed to protecting wildlife and inspiring a lifelong love of nature. We manage nature reserves and discovery parks across the county, providing outstanding outdoor education and preserving places of wonder.

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.

The successful applicant will be subject to an Enhanced DBS Check with a barred list check as the position will be the Trust's Deputy Designated Safeguarding Lead.







## The Role

The Head of Education and Community Engagement is responsible for leading the Trust's efforts to inspire and mobilise communities across Essex. This role involves strategic oversight of the Education Team (Wilder Learning), Community Team (Team Wilder) and the Trust's Local Groups, ensuring the delivery of impactful education and engagement initiatives aligned with the Trust's Strategic Plan. The goal is to foster a lifelong love of nature and activate community conservation efforts with a vision of engaging one in four people by 2030.

The post holder will develop and implement strategies to expand education and community engagement, creating inspiring projects and innovative approaches that instil a culture of impactful engagement across the organisation. They will provide strategic oversight of the Education Team, ensuring the continued excellence and evolution of educational programming. Working with colleagues across the Trust, the post holder will advance community-led conservation projects, supporting the Team Wilder ethos of social action as a conservation tool.

The role involves overseeing the Trust's Local Groups, ensuring alignment with strategic priorities, and fostering a sense of value and involvement. Additionally, the post holder will build and maintain relationships with community leaders, corporate members, mobilising community action for wildlife and enhancing stakeholder engagement. As a thought leader, the post holder will position the Trust as an authority on engagement, fostering expertise in nature connectedness, behaviour change and related fields.

Interdepartmental collaboration is essential, and the post holder will facilitate effective teamwork within the Engagement Directorate and across departments, including Nature Discovery Centres and the Fundraising Team, to drive shared goals. They will establish key performance indicators and impact metrics, regularly assess performance, and advocate for the successes of engagement initiatives. As a public spokesperson, they will inspire and rally people around wildlife conservation through campaigns and media presence, serving as an ambassador for the Trust.

Supporting team development is a key part of the role, with the post holder encouraging continuous improvement in team performance and fostering a culture of learning through training and on-the-job experience. They will oversee budgets and target-setting, ensuring delivery meets or exceeds financial goals. They will ensure adherence to policies, maintaining high standards of professionalism and compliance in all activities, and will act as the Safeguarding Lead for Engagement, serving as Deputy Designated Safeguarding Lead.



Liaising with central teams of The Wildlife Trusts, the post holder will ensure alignment and collaborative initiative development. They will also work closely with other Heads of Department at Essex Wildlife Trust to ensure cohesive leadership across the Trust, providing support to the Director where needed. They will demonstrate the values of Impactfulness, Collaboration, Unity, and Proactivity in all interactions and decisions.

The post holder will contribute to the Operational Leadership Team and support the Strategic Leadership Team in delivering the Trust's Strategic Plan. They will engage with counterparts across the Wildlife Trusts to promote cooperation and share best practices. Additional tasks assigned by the Senior Leadership Team that fall within the role's scope will also be undertaken as required.



# Job Description

- Ensure an effective operating approach for the Nature Discovery Centres, based on a “branch” model and with appropriate buy in and accountability, and leveraging knowledge and collaboration across the Nature Discovery Centres.
- Develop and oversee the delivery of successful strategies for new and existing areas of education and engagement in line with the Trust’s Strategic Plan, creating a pipeline of inspiring projects and ideas, and instilling an organisational culture of impact-led engagement.
- Oversee the strategic development – and ensure excellent operational management – of the Trust’s Education Team, the largest county-based provider of outdoor learning in the UK, ensuring that provision continues to evolve while maintaining high standards.
- Work with colleagues across the Trust to develop the programme of community organising projects and develop an organisational culture of community action and mobilisation in line with our Team Wilder ethos, realising the potential of social action as a form of conservation.
- Have strategic oversight of Local Groups, ensuring that they are delivering against the Trust’s strategic priorities, as well as being valued and involved.
- Cultivate strategic relationships with community leaders, corporate members, and education and health partners to further the influence of the Trust, mobilising people to take action for wildlife while ensuring excellent stewardship and stakeholder management.
- Position the Trust as a thought leader in engagement, developing organisational expertise in nature connectedness, nature relatedness, and behaviour change.
- Ensure that teams work effectively with other departments within the Engagement Directorate, as well as Nature Discovery Centres and the Fundraising Team.
- Develop key performance indicators and impact measures, ensuring regular analysis and performance reporting across all activities, and championing the role and successes of engagement.

- Be an exemplary spokesperson and ambassador, fronting community campaigns and media where appropriate, with the ability to inspire people and rally them to action.
- Manage the collective and individual performance of teams, supporting a culture of continuous improvement through learning and development and on-the-job experience.
- Manage departmental budgets, oversee 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.
- Be accountable for relevant policies, procedures, and practices, ensuring that activities are assessed, compliant, and demonstrate the highest levels of professionalism.
- Be the overall Safeguarding Lead for Engagement and the accountable person, acting as Deputy Designated Safeguarding Lead, attending groups and forums as appropriate.
- Be the main point of liaison with The Wildlife Trusts' relevant central teams.
- Work closely with fellow Heads of Department to ensure excellent leadership, supporting the Director where appropriate.
- 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 Leadership Competencies Framework.
- Work effectively as part of the Trust's Operational Leadership Team, supporting the Strategic Leadership Team to deliver the Strategic Plan.
- Work closely with colleagues and counterparts across the Wildlife Trusts movement, sharing ideas and best practice, in the spirit of cooperation and continual improvement.
- Undertake any other duties assigned by SLT that are deemed to be within the scope of the role and the contract of employment.



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## Person Specification

- Has relevant professional qualifications and/or comparable on-the-job experience at a senior level in at least one key area of the role.
- Has a high level of proficiency with the Microsoft Office suite.
- Has experience and knowledge of the education system.
- Has experience of Local Authorities and devolved government, including local town and parish councils.
- Is familiar with community organising principles and methodologies.
- Has excellent knowledge of UK wildlife and conservation issues and how these relate to community engagement.
- Is a great collaborator with other teams and departments.
- Keeps up to date with current affairs, particularly in the environmental arena.
- Is flexible and willing to support out-of-hours demands as and when required.
- Is experienced at being interviewed and providing detailed media statements.
- Has the ability to work under pressure.
- Has line management and leadership experience.
- Has experience of developing and delivering successful strategy.





## Terms

This role is a permanent full-time position working 37.5 hours per week. We are proud of the flexible working practices at Essex Wildlife Trust and would be happy to consider requests to work flexibly.

The starting salary for this post is £ 43,050.00 per annum and based at our Head Office location at the beautiful Abbots Hall in Great Wigborough. Essex Wildlife Trust offers flexible homeworking arrangements. Further details of the hybrid-working arrangements will be shared at interview.

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 apply for this opportunity, please submit an online application via our website by 9:00am on Monday 25 November 2024.

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

**Rich Yates**, Chief Executive

