



Essex
Wildlife Trust

Education and Community Engagement Officer Hanningfield Reservoir Nature Discovery Park

As Education and Community Engagement Officer, you will be delivering wildlife and nature-based programmes to a diverse range of audiences to foster a deeper relation with the natural world and promote the work of Essex Wildlife Trust.

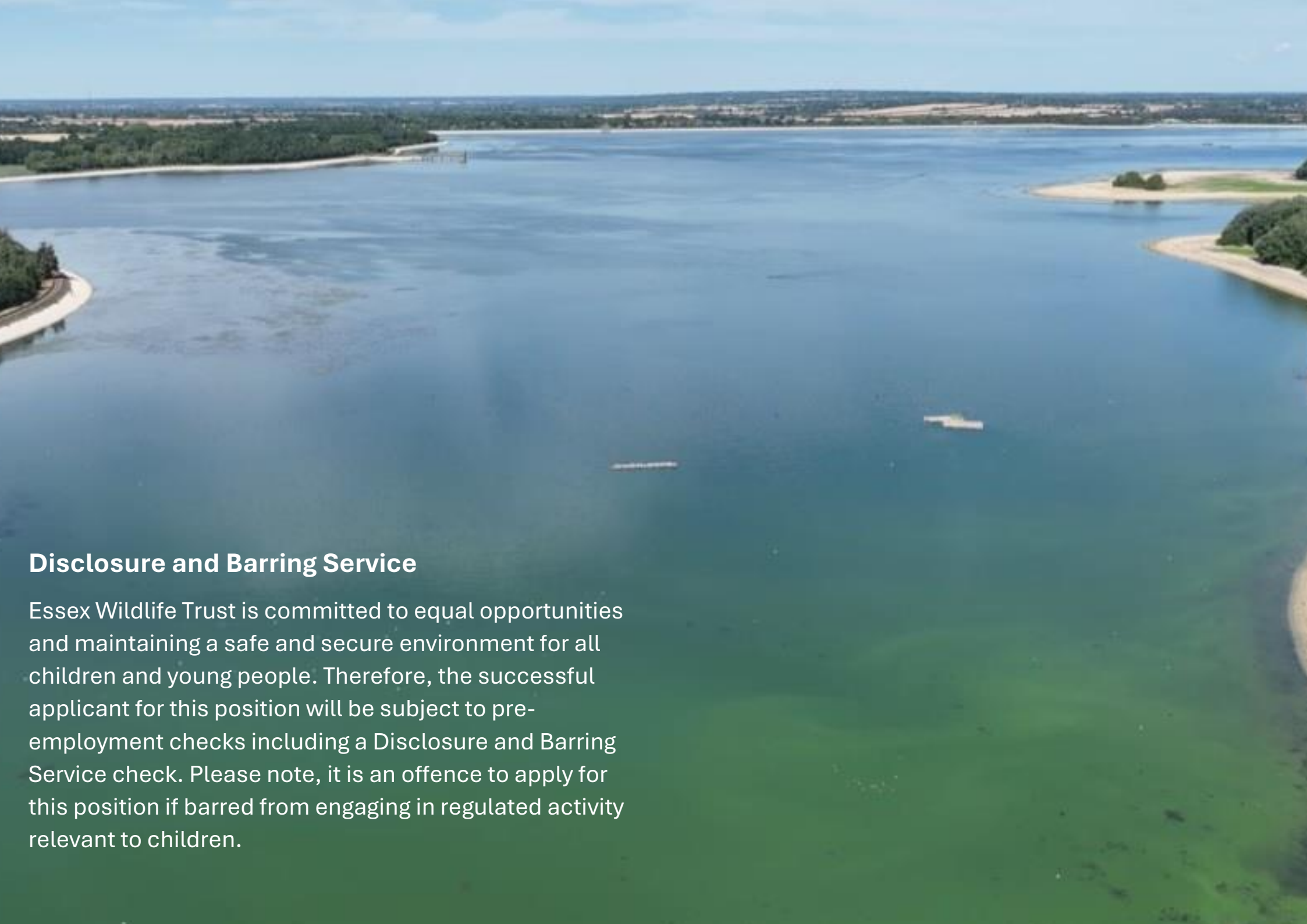
About Essex Wildlife Trust

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. 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.

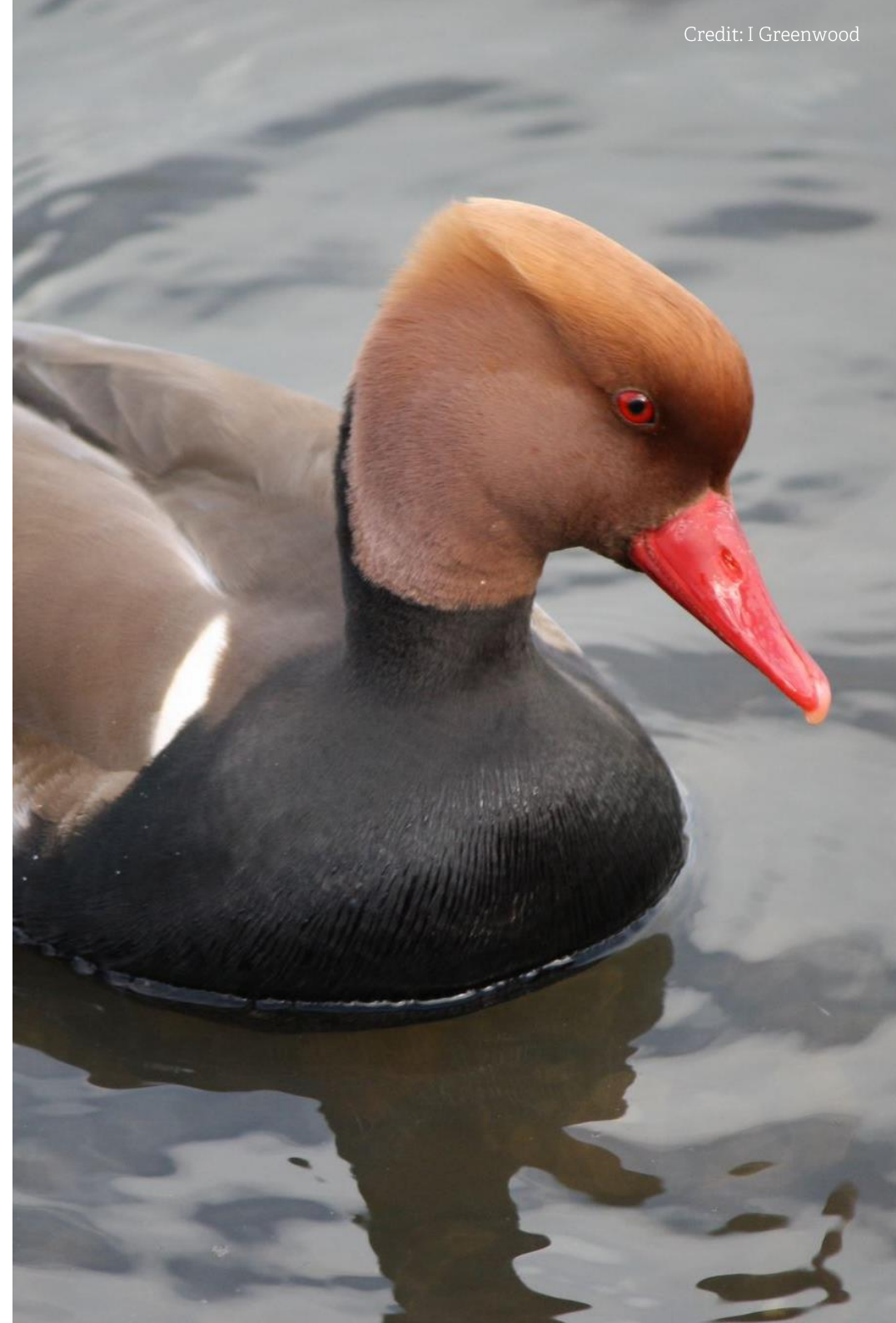
As [Education and Community Engagement Officer](#), you will plan and deliver an engaging and inclusive programme of activities for children, families and young people that may include Nature Babies, Nature Tots, Forest School on our sites and school sites, after school clubs, school visits, birthday parties and school holiday events. The position will work across North-Essex with a base at Hanningfield Reservoir.

Opened in 2000 and situated on the 11th largest reservoir in England, our Nature Discovery Centre at Hanningfield Reservoir is located between Chelmsford, Billericay and Wickford.

The site offers beautiful walks through the woodland, taking in bird hides, ponds and views across the reservoir.

The reservoir itself is a Site of Special Scientific Interest (SSSI) due to the important numbers of wildfowl that use the reservoir in the autumn and winter, including Gadwall, Tufted Duck and Pochard. The mature woodland has proved a popular bat roost.

For more information, please visit our website essexwt.org.uk/nature-reserves/Hanningfield





Welcome to Hanningfield Reservoir Nature Discovery Park

Welcome to **Hanningfield Reservoir Nature Discovery Park**. Our trails take you through ancient woodland, with wildlife hides offering astounding views over the 352 hectare reservoir.

There are three circular trails around the reserve. **Well Wood** takes you to RAWL hide, across the pond boardwalk where dragonflies zoom by, past historic oak trees and through an ancient hornbeam coppice. In spring, bluebells carpet the woodland floor, while woodpeckers nest in the tree trunks. **Hawks Wood** is lined by towering foxgloves and delicate wood melick. Look for colonies of wood ants scuttling across their impressive nests, and large bracket fungi growing on birch. For family fun follow the much-loved **The Wind in the Willows Trail**.

For recommendations, rest, refreshment, and retail therapy visit us at the Nature Discovery Centre.

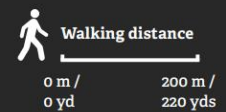
Help us keep **Hanningfield** special by becoming a member of **Essex Wildlife Trust** today.

Love **Essex** • Love **Wildlife**



Key

Information	Accessible wildlife hide	The Wind in the Willows Trail • 1.2km / 0.75 mi • 25 mins • Gentle
Food and Drink	Kissing gate	Well Wood Trail • 3.6km / 2.25 mi • 1 hour • Moderate
Shop	Picnic area	Hawks Wood Trail • 2.4km / 1.5 mi • 45 mins • Challenging
Toilets	Play area	Footpath
Parking	Fishing	Unpaved footpath
Accessible parking		
Wildlife hide		



For help with planning your route, please talk to one of our friendly team.

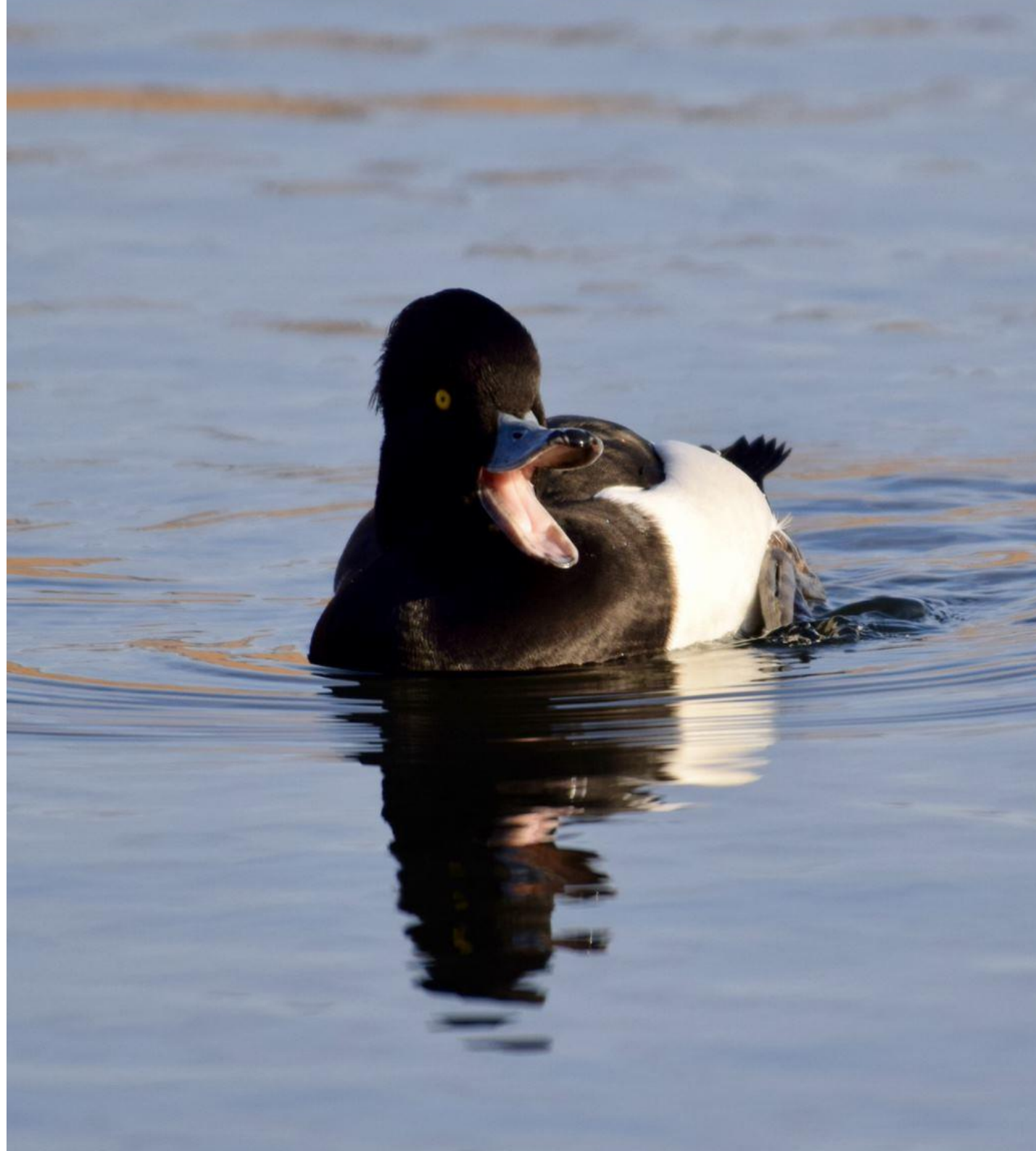
Working in partnership
ESSEX & SUFFOLK
WATER *living water*



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The successful applicant will work alongside our colleagues at Essex Wildlife Trust in a dynamic, inclusive, and inspiring environment. You will have highly developed organisational and relational skills, experience of leading groups in education-related 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 Centre's across Essex, each with its own programme of delivery overseen by our Education and Community Engagement Team. The post holder will work alongside the team in North 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 real difference to wildlife and people, joining a team that is the go-to organisation in Essex for formal and informal outdoor learning, and helping to build our profile as the largest provider of county-based outdoor education in the UK.

This role is well suited to applicants with prior experience in wildlife conservation, environmental science, and/or horticulture together with either formal or informal education delivery. A Level 3 Forest School qualification is desirable.

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

- Plan and deliver activities for the Trust's Wilder Learning provision, including but not limited to Nature Tots and Babies, the Wilder Schools Programme, Forest School, after school clubs, birthday parties, weekend and school holiday activities for children and families, and adult courses.
- Work collaboratively across Essex Wildlife Trust sites where needed, delivering against the needs of the business and supporting colleagues
- Develop strong links with local schools and community groups 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 maintained and managed, and income and delivery targets are met or exceeded.
- Ensure development and delivery of provision across all age groups, targeted according to the Trust's priority audiences, with 'Wildlife for all' at the heart of delivery.
- 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.
- Carry out any necessary administrative aspects of operations, including managing resources and general housekeeping.
- 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.
- 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 collaboratively and build strong relationships with colleagues across the Trust to create maximum impact across all areas.
- Work effectively with colleagues across the Trust and demonstrate the values of being Inspiring, Collaborative, United and Professional.
- 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.
- 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.

For more information about our Outdoor Learning and Forest School programmes, please visit

<https://www.essexwt.org.uk/what-we-do/outdoor-learning/forest-school>.

Person Specification

- Experience in wildlife conservation, environmental science, and/or horticulture.
- Experience of formal and informal education.
- Holds a Level 3 Forest School (desirable).
- Can demonstrate problem-solving and analytical skills.
- 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.
- Experience of developing successful programmes of education delivery.
- Can demonstrate excellent verbal and written communication skills.
- Excellent attention to detail.
- Strong organisational skills and the ability to handle multiple projects.
- Proactive and enthusiastic.

Additional Information

- The role entails some evening and weekend working including Bank Holidays.
- The role requires an interest in working for a charity that is committed to protecting 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 is based at Hanningfield but may 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.
- The post holder is committed to health and safety in the workplace and takes personal responsibility for own health and safety at work.



Terms

This is a permanent position working full-time 37.5 hours per week (over five days) based at Hanningfield Reservoir and working across our North-Essex cluster of Nature Discovery Centres. The salary is £25,879.21 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

To apply, please complete an online application via our website by 9:00am on Sunday 09 March 2025 with interviews arranged for the week commencing 17 March 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



