

Project officer: Grow Wild in Richmond Parks

Project background

The project aims to engage people at risk of isolation in the Richmond area to take part in practical conservation volunteering activities based in a park in Richmond. They will develop a campaign that will focus on the value of parks for the environment and wildlife and explore their role in an urban environment.

Working with partners, participants will shape the project by defining the conservation activities that they undertake, develop resources to encourage local residents to respect the environment of the park and understand its value.

Wider Project aims

The project will work closely with partners and stakeholders in the environment sector to deliver the project and to ensure that a range of opportunities are available. Project partners will include: Richmond Parks team and their contractors, "The Friends of Ham Lands" group and Richmond Biodiversity Partnership, local charities and organisations.

The project will aim to:

- Work with 20 people over a year in order to develop a sustainable model that can be used elsewhere in the borough
- Deliver high quality conservation work and benefits to health and wellbeing to people at risk of isolation
- Work with people who are new to conservation volunteering /social action.
- Target young people / BAME groups who do not traditionally engage in conservation volunteering
- Include a skills showcase, providing the chance to learn all about the skills required and jobs available within parks, and green spaces.
- Promote other conservation opportunities

Let's Go Outside and Learn CIC

Let's Go Outside and Learn CIC aim to connect local communities living in urban and built-up environments to their natural environment and green spaces. We work with people of all ages to achieve multiple outcomes including improved health and wellbeing, stronger communities and increased environmental awareness. Projects target underrepresented groups and people at risk of isolation and work in partnership with other organisations to enrich the work that we do.

Please contact us for more information about the role or an informal chat:

- email: outdoor.learning@outlook.com
- phone: 020 8401 6837 Frances / 07939001731 Mairi
- facebook: www.facebook.com/LetsGoOutsideAndLearn/
- twitter: www.twitter.com/LetOutside
- website: www.lgoal.org

To apply for the role: Please use the application for on our website
<https://www.lgoal.org/volunteers/freelance-teachers/>

Closing date: 31/8/2021



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| Freelance role title: | Project officer: Grow Wild in Richmond Parks |
| LGOAL project lead: | Frances Bennett, Director |
| Type of Contract: | Freelance |
| Length of Contract: | To grant end June 2022 |
| Location: | Mixture of homeworking and site work based in Richmond, such as Ham Lands. It will be necessary to spend time working on site for meetings and to support project delivery |
| Number of hours / week | To a maximum of 8 hours/week |
| Freelance rate: | £ 25 /hour |
| Additional costs paid as agreed with directors: | Training |

Roles & responsibilities

1. Partnership working

The project's scope and direction of this project has been strongly influenced and shaped by our partners, working in partnership with all partners and stakeholders is key to the success of the project delivery. Activities associated with the role will include:

- Coordinating with teams across the organisation and with partners on project delivery
- Identifying, contacting and liaising with other partners and stakeholders to ensure full involvement in the project. Keeping records of stakeholder engagement to develop a stakeholder database.
- Attending project partnership meetings as required and reporting on project progress
- Working in partnership with the Freelance Project Support Officer to deliver the project

2. Project delivery

To develop engagement activities and lead outreach that explores the environment and wildlife in an urban environment. Activities will include:

- Working with directors and project partners to plan and deliver an engagement strategy, including setting targets and deadlines, identifying, and managing obstacles
- Carry out risk assessment in relation to people and working environments
- To work with project partners to bring people together and to connect local people with nature through social action and conservation-based activities
- Support project management and delivery in liaison with stakeholders and project participants including keeping track of and notifying team leaders of any risks to project delivery, developing a model for feedback and evaluation

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| <ul style="list-style-type: none"> To work with project partners and stakeholders to recruit to the project delivery from targeted groups and the local community |
| <ul style="list-style-type: none"> To prepare and deliver events and workshops that will connect local people with nature through social action and conservation. |
| <ul style="list-style-type: none"> Recruitment of volunteer “Nature Buddies” from the local community to support project delivery |
| <ul style="list-style-type: none"> To ensure the safety and safeguarding of project participants and volunteers |
| <ul style="list-style-type: none"> To see that there are adequate project resources, including tools and PPE and that they are maintained appropriately. |
| <ul style="list-style-type: none"> Coordinating the compilation of reports and other outputs such as social media as required Monitor the success of the project by keeping records, collecting feedback analysing it and producing written reports on progress. |
| <h3>3. Project Leadership</h3> |
| <ul style="list-style-type: none"> To promote and encourage an awareness and understanding of the natural environment in a community space among project participants. |
| <ul style="list-style-type: none"> To provide the opportunities for the local community to play a more active role in their local park through conservation volunteering, especially those who do not traditionally get involved in ecology and conservation Oversee the recruitment, induction and support of volunteers, and to see that they receive valuable experience. |
| <ul style="list-style-type: none"> To promote and support a connection to nature and the benefits of conservation volunteering for health and wellbeing. |
| <ul style="list-style-type: none"> To encourage peer support and development mechanisms for building personal networks in people at risk of social isolation |
| <ul style="list-style-type: none"> To develop skills and learning in project participants including working in a team, problem-solving skills and making decisions, leadership, developing a campaign, communication skills, resilience techniques |
| <ul style="list-style-type: none"> Contribute to local initiatives as required by directors, managing local implementation, and achieving agreed outputs. |

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| Person Specification | |
| <p>1. Education & qualifications</p> <ul style="list-style-type: none"> Relevant degree, higher qualification in conservation or related sector or Solid demonstrable background (at least 3 years’ experience) in biodiversity, ecology, or green infrastructure | Required |
| <p>2. Specialist knowledge, skills & experience</p> <ul style="list-style-type: none"> Experience of managing, recruiting and training volunteers | Required |

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| <ul style="list-style-type: none"> • Demonstrable and significant experience and expertise in community engagement and outreach work for community-based projects • Proven experience in developing and managing community-based activities and workshops for diverse communities. • An understanding of diverse communities and the barriers that they face in engaging with natural environment • A passion for and knowledge of the natural environment and wildlife and an ability to communicate that passion to others. • Organised and meticulous with excellent attention to detail and commitment to high quality project delivery • Comfortable working in a dynamic environment and across multiple project areas with multiple partners • Experience producing written outputs for a variety of audiences. • Ability and experience of managing multiple project activities with overlapping timelines and competing priorities • Comfortable working outdoors in all weathers as well as in an office environment • Self-starter with good initiative. Able to work alone and as part of a team for common goals. | |
| <p>3. Interpersonal & communication skills</p> <ul style="list-style-type: none"> • Strong interpersonal skills are vital – we are looking for a team-player with an ability to communicate across the team, to partners and beyond. • Proven ability to develop effective networks of local service providers • Proven ability to build strong relationships within diverse communities. • Excellent verbal communication skills • Excellent written and presentation skills in English | Required |
| <p>4. Additional skills and experience</p> | |
| <ul style="list-style-type: none"> • Experience of budget tracking and managing budgets • Experience of project evaluation • Experience of writing risk assessments | Advantageous skills and experience |

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| <p>Additional requirements</p> <ul style="list-style-type: none"> • All applicants are legally required to demonstrate the right to work/permission to work in the UK. • As we are committed to safeguarding and promoting the welfare of those who work with and for the organisation, volunteers and all project participants the role is subject to DBS checks. | <p>Required</p> <p>Required</p> |
| <p>Terms and Conditions</p> <ul style="list-style-type: none"> • This is a freelance role initially for a period of 3 months. • This role is subject to an organisational contract • The role is subject to 4 weeks' notice on either side <p>Working patterns and hours are flexible but require the agreement of directors.</p> | |
| <p>With grateful thanks to Richmond Parish Lands Charity for their support of this project.</p> | |

