

Job description

Job title: Youth Officer

Team: Community & Engagement Team

Responsible to: Learning Manager (Children and Young People)

Responsible for: Young volunteers, and older volunteers who are supporting activities

Working base: Avon Wildlife Trust head office in Bristol, Grow Wilder, and home working, with travel to various delivery sites.

Start date: as soon as possible

Contract type: 3 years, part time

Starting salary: £24,487-£26,401 FTE (full time equivalent)

Hours of work: 22.5 hours per week, with some evening and weekend work required, for which TOIL (time off in lieu) will be taken.

Overall purpose of job

To support and empower young people from diverse backgrounds to take action for nature on an undeveloped 'wasteland' area of Avon Wildlife Trust's Grow Wilder site.

Main responsibilities

- Running an inclusive and diverse young volunteer programme and supporting the formation of a new Youth Leadership Group at Grow Wilder
- Planning and leading green skills workshops for school and youth groups, prioritising young people from disadvantaged backgrounds, including practical conservation, nature connection and wellbeing
- Support an eco-cultural mapping process (led by our project partner Action for Conservation), mapping the present and future of an undeveloped 'wasteland' area of Grow Wilder
- Facilitating connections between young people, AWT staff and volunteers, Action for Conservation and other stakeholders, in order to progress the above
- Supporting young people, local residents and businesses, to carry out nature restoration action on site
- Working flexibly across AWT's Community & Engagement work programmes – giving advice and supporting delivery

Job specification

Job impact

- Young people, including those from marginalised backgrounds, will be supported to pursue conservation-related careers, training or activism
- A strong and innovative youth programme at Grow Wilder will enhance our reputation
- Avon Wildlife Trust will better represent the views of young people in our area

People and contacts

- Frequent contact with young people, youth leaders, and community stakeholders
- Ability to engage and inspire young people about ecology and conservation

Management and supervision

- This role has no line management responsibility
- The post will supervise and direct the work of young and adult volunteers, and be responsible for their safety & general wellbeing whilst volunteering with us

Accountability and resources

- Responsible for planning, delivering and evaluating a programme of activities
- Responsible for planning, controlling and monitoring project budgets, within designated departmental budgets
- Responsible for supporting our young volunteers and ensuring they play an active part in our work

Independence and judgement

- Ability to exercise judgement and independence with agreed levels of responsibility and autonomy
- A variety of work activities, often working independently, either alone or supervising volunteers

Creativity and innovation

- Create and adapt learning, training and mentoring programmes to meet participants' needs, whilst achieving curriculum or project objectives
- Innovate and collaborate with schools, young people and partner organisations to develop inspiring places for people and wildlife

Working conditions

Most delivery work will be outside, at Grow Wilder and other green spaces. Other work carried out from our central Bristol office, with options for some home working.

Travel to meetings and sites as required. Some evening and weekend working will be required, for which TOIL will be earned.

Person specification

E = essential criteria. D = desirable criteria

Please note - we have robust safeguarding procedures in place. This post is subject to a successful enhanced DBS (Disclosure and Barring Service) check, and we will require two workplace references.

Experience

- Working with a wide range of groups of young people from diverse backgrounds, including people with special educational needs and disabilities (E)
- Facilitating projects to enhance outdoor spaces (e.g. gardens, parks, allotments or nature reserves) (E)
- Leading nature engagement activities with groups of young people outside, such as tree planting, wildlife pond maintenance and food growing (E)
- Mentoring young people experiencing challenging circumstances (E)
- Leading or supporting youth-led decision-making or eco-cultural mapping processes (D)
- Coordinating volunteer groups (D)

Competence, knowledge and skills

- Strong knowledge of local ecology (E)
- Ability to enthuse and inspire young people about local wildlife (E)
- Talent for creating and holding inclusive and welcoming spaces, and nurturing and supporting young people to shine (E)
- Excellent engagement and group management skills (E)
- Knowledge of common neurodiversities and special educational needs, along with effective strategies for providing support (E)
- Knowledge of local organisations and networks supporting young people (D)
- Ability to work on own initiative and as an effective team member (E)
- Some land-based skills, e.g. in food growing, building eco-structures, or natural crafts (D)
- Ability to carry out risk assessments in new outdoor working environments (D)
- Hold a full driving licence (D)

Personal qualities

- Passionate about local wildlife and appreciates the value of taking action for nature (E)
- Positive, solution-focused attitude (E)
- Warm and nurturing, with a positive attitude to young people from diverse backgrounds (E)
- Well organised and practical (E)