



# Discover Green Careers at Westonbirt

## Community Officer

## Job role

To develop and deliver projects with young people that empower and inspire them to participate in shaping the future of the arboretum and its community; encouraging them to think and feel differently about Westonbirt and themselves

## Key Work Areas

### 1. External communications and partnership building (30%)

- Develop and maintain our network of local / regional partners to raise Westonbirt's profile within the community
- Work with the Marketing team to promote Westonbirt within the community through production of publicity, including social media
- Meet and consult with interested groups to collaboratively create programmes of activities to match both organisations objectives
- Hold a series of onsite taster visits for organisations to see what is on offer
- Share best practice through attendance at conferences, reports and media

### 2. Development and delivery of youth programmes (50%)

- Ensure H&S policy, risk assessments, disclosure, supervision and reporting requirements are followed by all involved in the delivery of youth programmes
- Work with resident coppicers and local partners to develop accredited practical conservation volunteering through a community coppice programme
- Work with the Learning Supervisor to develop an outreach offer to the youth community including careers support, work experience placements, developing CPD sessions for teachers and youth leaders and attending community events
- Development and delivery of multiple-visit programmes to support school students with additional needs
- Development and delivery of evening programmes and overnight camps
- Develop and deliver a creative programme of activities for the monthly 'Wild Westonbirt' youth club

### 3. Build Westonbirt's long term capacity (20%)

- Recruit and train 'Youth Mentor' volunteers to support youth programmes at Westonbirt
- Work with the fundraising team to identify external funding opportunities to support community programme
- Develop a regular youth forum that champions the voice of young people at Westonbirt; empower participants through the development of collaborative projects
- Provide staff and volunteers with advice and training to ensure that all can work effectively with young people and acquire the skills to develop their own initiatives
- Implement a rigorous evaluation process that allows us to reflect on and refine our ways of working, and to capture best practice to inform future programme development and delivery