



JOB DESCRIPTION	Community Engagement Officer (Education and Community Team)
Location	The Education Centre, Whisby Nature Park, Lincoln
Responsible to	Senior Education and Community Officer
Job purpose	To support communities to create and care for local spaces for nature - benefiting both wildlife and people - and to enhance the value of our nature reserves for wider audiences to be inspired to take action for nature.

KEY TASKS

- A. Build and maintain relationships with community groups and networks, sharing information, resources and opportunities to support them in developing spaces for nature.
- B. Work collaboratively with communities to understand and address barriers to engaging with nature.
- C. Plan, organise and deliver a range of community events and activities that inspire people to connect with nature.
- D. Develop and deliver training, skills development and surveying sessions that empower individuals and communities to take action for nature in their local areas.
- E. Support and inspire young people through volunteering and career inspiration programmes; including work experience, university and college partnerships, youth groups and vocational education. Work with colleagues and partners across the county to deliver youth engagement programmes.
- F. Capture and share community successes, stories and activity to inspire further action for nature. Work with the communications team to create engaging digital content (including photography, filming and editing) for the Trust's social media, website and other platforms. Develop specific website and e-newsletter sections for communities and networks.
- G. Develop and support community-based volunteer adviser (ambassador) roles to strengthen local capacity for taking action for nature.
- H. Undertake general office administration.
- I. Support the writing of funding bids for the Trust's community engagement and education programmes and help direct community projects to relevant funding opportunities. Support the monitoring and evaluation of community projects.
- J. Undertake training and continual personal development as part of the role.
- K. Undertake health and safety work within the Trust's General Policy on Health & Safety and in accordance with specific policies and codes of practice for sites, risk assessment, procedures and best practice as amended from time to time.
- L. Undertake other reasonable duties from time to time in addition to the above normal duties.