

Nature Learning Leader



Salary:	£14.00 per hour
Contract Type:	Fixed Term 12 month Contract
Hours:	Part-time, 13 hours per week, School Term Time Only
Days:	Flexible, with some evenings, weekends and online meetings
Location:	Hillfields Park/Community Centre, Thicket Avenue, Hillfields, BS16 4EH
Reporting to:	CEO

Hillfields Community Garden are looking for a passionate local individual to join our growing team. We are looking for a skilled and enthusiastic person who is full of inspiration and creativity. The post holder will have a real enthusiasm for engaging children with local wildlife and wish to see improvements to the neighbourhood.

The Nature Learning Leader will design and deliver playful, creative and informative outdoor sessions based in Hillfields Community Garden. Connecting residents with nature is a core part of our charity, and this role will focus on early years and primary aged children. This is an exciting opportunity to join a growing resident led community organisation.

Main Tasks and Responsibilities

Activity Delivery

- Plan, prepare, and deliver purposeful activities that inspire learning and engagement in a natural environment
- Sessions will include a weekly preschool group, blocks of local school lunchtime sessions and a regular after-school club
- Innovate and use varied approaches to make activities accessible and engaging for children
- Promote positive behaviour management, establishing routines and boundaries for a safe and supportive environment
- Collaborate with parents, carers, teachers and support staff to supervise children and encourage independent problem-solving and creative play

Creativity and Innovation

- Working as part of a team, the post holder will have opportunities to work creatively with children
- Contribute to and learn from peers in the sector, work with team members and the wider community to shape sessions so they reflect local needs
- Introduce a varied range of creative activities for children to experience and learn new skills
- Manage our Playing Out kit (<https://playingout.net/>) and promote its use in the community

Contacts and relationships

- Develop and foster relationships and communicate sensitively and effectively with parents, carers, teachers and support staff in order to create an appropriate safe and secure environment
- Establish productive working relationships with children, providing immediate feedback, whilst acting as a role model

- Encouraging children to both interact and work cooperatively as well as develop independence and self-reliance
- Work with attendees to create a safe and supportive environment where all children can learn, interact, and reach their potential

Administration and resources

- Organise equipment and resources, including checking to make sure they are clean, safe and secure
- Ensure quality, compliance, monitoring and evaluation monitoring is done, in collaboration with the CEO
- Monitor project expenses and assist with the reporting of expenditure
- Provide general administrative support – for example, by making an entry in an accident log, safeguarding reports, or other health and safety forms as required

Promotion and communication

- Provide written and photographic content to colleagues for promotional materials
- Support the promotion and marketing to prospective parents, carers, teachers and support staff
- Act as an advocate for nature based learning in Hillfields
- Attend meetings, groups, sessions and events to promote the charity

General

- This position may require you to work some evenings, and other hours outside normal office hours. These will be agreed in advance and worked around any caring responsibilities
- To attend regular supervision, a 3 month probation and 6 month review
- Contribute to team meetings, training and reviews when required
- Participate in personal training and development and be proactive in identifying needs
- To undertake one off or additional tasks, attend events and help out with other areas as may from time to time be required for the effective running and promotion of the charity
- To take part in general housekeeping duties, covering sickness, holidays and other common tasks

Health and Safety

- To ensure that our standards are met and that all policies and procedures are upheld at all times
- Being aware of, and complying with, policies and procedures relating to child protection, health safety and security, equality and diversity, confidentiality and data protection
- To be responsible for your own Health and Safety and that of staff, residents and volunteers

This job description sets out the key outcomes required. It does not specify in detail all the activities the post holder is required to undertake to achieve these outcomes.

Essential

- Recent experience with a strong track record of working with children in an outdoor setting

- Enthusiasm for outdoor learning and nature-based pedagogy with ability to inspire and engage children of all ages
- Knowledge and experience of health and safety practices in natural environments, with skills for managing outdoor classes/groups
- Strong teamwork skills and the ability to work collaboratively with volunteers and other staff
- A calm, welcoming, and consistent approach, with a firm commitment to safeguarding children

Desirable

- Live locally (East Bristol)
- Passion for working in a resident-led charity
- Awareness of the environment and climate change (Hillfields Community Climate Action Plan <https://www.hillfieldscommunitygarden.co.uk/hillfields-action.html>) and the links between outdoor education and positive climate behaviours
- Experience or awareness of working with people with additional needs
- Good organisational skills, the ability to multitask, manage and prioritise a fluctuating workload
- Ability to communicate effectively with different audiences
- Ability to recognise and promote opportunities for children to take on responsibilities
- Knowledge of Hillfields Ward's history and demographics

We strongly believe that a diverse organisation brings with it a diversity of ideas, thinking and ways of working which enhance what we do. Our staff bring with them a diversity of experiences, backgrounds, skills, ages and outlooks, which can provide added value to the services delivered by the project. We welcome applications from all people living in and around Hillfields and East Bristol.

*This role is offered as a fixed-term role initially for 12 months due to funding restrictions, it is highly likely that this role will be extended, however this is not guaranteed.

Details:

- Flexible working pattern to be agreed between the post holder and the CEO, with an immediate start date
- **Application Deadline Monday 7th October 2024 - noon**
- **Interviews to be held in the week commencing 14th October 2024**
- We welcome phone calls from anyone wanting to find out more about the role or interview: 07709053290.
- The successful applicants are appointed subject to satisfactory DBS checks and references
- Please send CV and a detailed maximum 2 page cover letter (including two referees) to Sarah Rogers (CEO) ceo@hillfieldscommunitygarden.co.uk.

Structure of Hillfields Community Garden



Hillfields Community Garden

Registered Charity number: 1204254

Registered Address: Thickett Ave, Hillfields, Bristol, BS16 4EH

Website: www.hillfieldscommunitygarden.co.uk/