



## Role Description

### Volunteer Education Tutor

#### 1. Role purpose

To assist the Earth Trust's Education Manager in delivery of school visits and family events. This role is a development opportunity for the Trainee to acquire a wide range of skills and experience in Environmental Education, crafts and practical outdoor skills teaching.

#### 2. Dimensions

- Reporting to the Education Manager

#### 3. Background

Our aim is to show everyone that sustainable lifestyles are not only possible, but highly desirable and fun! We are rooted in the local environment and practical action but we offer opportunities to learn about the environment that can be translated into action wherever you are. Our vision, impact and perspectives are regional and national with a view to the big global environmental issues. Our work is focused on managing land in a way that addresses social, economic and environmental challenges. Today, we own a flagship site in South Oxfordshire of more than 1,200 acres. The Earth Trust at Little Wittenham includes a working conservation farm, arable land and grazing pasture, and internationally acclaimed research woodland where we study climate change impacts on trees. We run events, courses and activities where people can learn about food and farming, wetlands, forests, and low carbon living.

There are a wide range of opportunities within the education department ranging from working directly with schools to preparing craft materials for events. The trust teaches all ages and abilities from foundation age to A level and family led practical bushcraft days. Activities could be as diverse as wild art in the woods to mapping the landscape or building a shelter to pond dipping for minibeasts.

#### 4. Principal Accountabilities

- a) To assist the Education Manager and Peripatetic education tutors in school visits by helping prepare materials and work with students on the day.
- b) To assist the Education manager with events. This includes Christmas crafts, family bushcraft and wildlife walks.
- c) To research and prepare additional materials for the eco footprints and working farm days.
- d) To help at the two large scale lambing weekends with education activities.
- e) To assist with school marketing through e-newsletter and phone bookings.
- f) To assist with ecological surveys as part of the Land based diploma course

In delivering the above, the postholder should also have regard to the following: -

- a) Working according to Earth Trust policies and procedures, especially those relating to Health and Safety and Child protection;
- b) Portraying the Earth Trust and its mission in a positive light in all job related dealings and working relationships;
- c) Obtaining professional and personal development training according to Trust policy and in consultation with their line manager;
- d) The need to carry out any other relevant tasks which their line manager can reasonably ask from time to time.

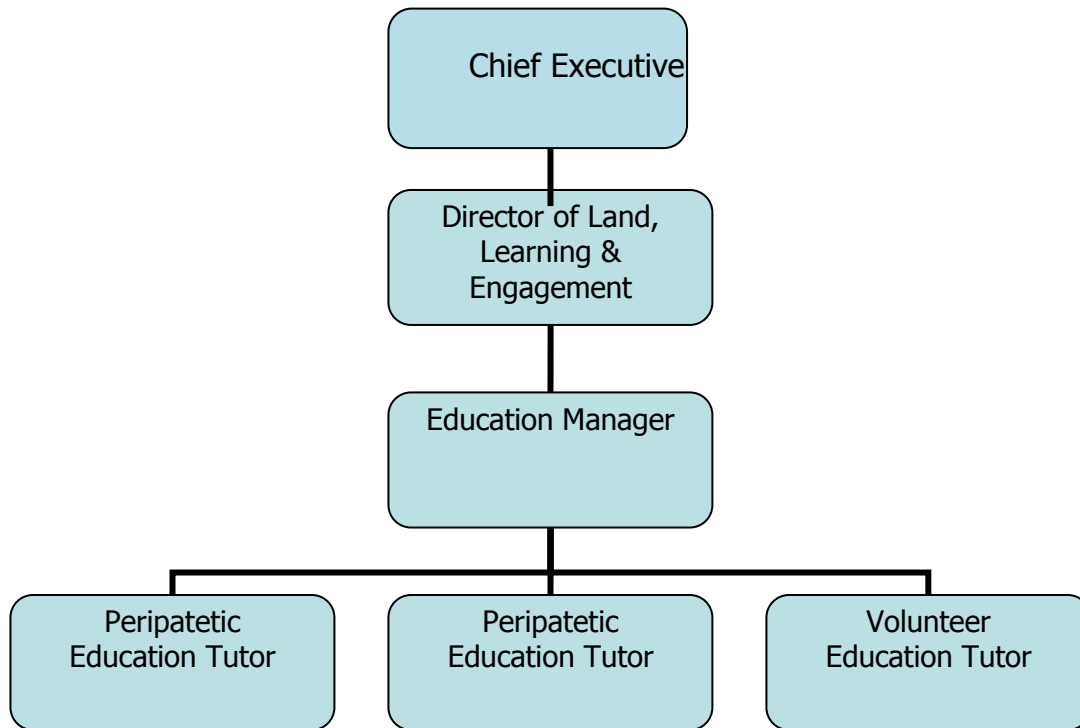
### 5. Person Specification

The post holder will combine practical abilities and experience relating to conservation and land management with an enthusiasm for working with a wide range of public and community groups, including school children. The post holder will also demonstrate the flexibility to take part in the full range of estate and farming tasks carried out by the Land Operations Team.

	<b>Essential</b>	<b>Desirable</b>
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Some experience of teaching primary or secondary students in a formal or informal setting.</li> <li>• Knowledge of environmental issues.</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of Environmental Education</li> </ul>
<b>Knowledge and qualifications</b>	<ul style="list-style-type: none"> <li>• Possession of a full, clean, driving licence</li> <li>• IT competency</li> <li>• Willing to undergo a CRB check</li> </ul>	<ul style="list-style-type: none"> <li>• Designing and creating Education materials</li> <li>• Awareness of the National Curriculum</li> </ul>
<b>Skills and attributes</b>	<ul style="list-style-type: none"> <li>• Able to multi task effectively</li> <li>• Ability to inspire others in the Environment.</li> <li>• Outgoing personality</li> <li>• Able to work with a wide range of audiences</li> <li>• Have a flexible approach</li> <li>• Willing to work within a team</li> </ul>	<ul style="list-style-type: none"> <li>• An awareness of the relevant health and safety issues and risk assessments.</li> <li>• CRB checked</li> <li>• First Aid certificate</li> </ul>

## 6. Reporting arrangements

The post holder reports to the Community Engagement Assistant



## 7. Working Relationships

Internally, the postholder will need to maintain good working relationships with their team, including the Education Manager and the two Peripatetic tutors. Good working relationships will also be needed with the Land Management team regarding the running of the Countryside Skills course and any bushcraft projects that impact on the land.

Externally, the postholder will need to maintain good relationships with friends of the Trust, volunteers and visitors.

## 8. Key challenges

To provide well-informed, practical support to the work of the Education department whilst gaining experience and qualifications for use within the role and to achieve employment in the environmental Education sector.