



## Thames Landscape Strategy Rewilding Arcadia Partnership, Outreach and Education Officer

### JOB DESCRIPTION

**Job Title:** Rewilding Arcadia Partnership, Outreach and Education Officer

**Hours:** 35 hours per week (Fixed term contract to March 31<sup>st</sup> 2023)

**Annual Salary:** £28,672

**Employer:** Habitats and Heritage

**Reports to:** HR matters to CEO of Habitats & Heritage. Day to day tasks, reports to Thames Landscape Strategy Rewilding Arcadia Project Officer

**Location:** Flexible working including home working, Holly Lodge Richmond Park TW10 5HS and various locations throughout SW London and North Surrey.

### Rewilding Arcadia

Rewilding Arcadia is a ground-breaking new project to reconnect water, people and wildlife with the natural floodplain of the Arcadian Thames, led by the Thames Landscape Strategy in partnership with the Father Thames Trust and Habitats & Heritage.

### Job Purpose

The Rewilding Arcadia Partnership, Outreach and Education Officer (POE Officer) is funded through a grant received by the Father Thames Trust from DEFRA through the Green Challenge Recovery Fund 2 to develop the first phase in this exciting new initiative. Rewilding Arcadia sets out to explore ways to adapt and make resilient the floodplain of the Arcadian Thames (the stretch of river between Weybridge and Chiswick) in response to climate change and increasing flood risk.

The POE Officer will be employed by Habitats & Heritage, a key partner in the project on behalf of the Thames Landscape Strategy. The POE Officer will report to the Thames Landscape Strategy and will need to follow the policies and procedures of both organisations.

This is an exciting and varied role, providing the opportunity to shape a ground-breaking new project 'Rewilding Arcadia'. The post holder will help to develop and roll out the partnerships, outreach and education programme for the first phase of the Rewilding Arcadia project in partnership with Thames Landscape Strategy, The Father Thames Trust, Habitats & Heritage and other relevant organisations and communities along the Arcadian Thames.

The post holder will be inventive and enthusiastic about the environment and able to engage with a diverse range of users, stakeholders and communities to develop and implement the outreach programme for first phase of Rewilding Arcadia. The aim of the project is twofold; to listen to people's views on how the scheme should proceed in the future and to enthuse and provide information about what the Rewilding

Arcadia project is all about.

## **Key Responsibilities and Tasks**

1. Work with the Rewilding Arcadia (RA) team and reporting to the Thames Landscape Strategy Rewilding Arcadia Project Officer, deliver a range of accessible outreach sessions for communities and other audiences to deliver the RA aspirations and increase local knowledge about flood risk.
2. Develop existing and new partnerships across the Thames Landscape Strategy area to deliver co-ordinated education and outreach projects and programmes following the themes set out in the RA vision and outcomes and outputs of the Rewilding Arcadia project.
3. Work with the RA team and wider TLS partners to deliver a range of interpretation material (including display, paper and online content) to contribute to the successful delivery of Rewilding Arcadia by working with the partners and community to create content that is accessible and relevant to the needs of a diverse audience.
4. Develop and deliver a range of special projects and events to engage with a diverse range of stakeholders to promote RA and to consult with communities regarding the future purpose of the scheme. To include special events and activities, the RA Roadshow, the Arcadian Thames Camera Obscura Tent, meetings, workshops and virtual webinars.
5. Recruit, train and deploy volunteers on RA projects, so that more people can engage with and participate in the RA scheme.
6. Document, monitor and evaluate projects/programmes thoroughly disseminating information to partner organisations, undertaking training where necessary.
7. Manage the RA social media output.
8. Carry out the responsibilities of the post having regard to the TLS and H&H Equal Opportunities, Adult Safeguarding and Young Person Safeguarding , , Customer Care and Health & Safety Policies and the Investors in People Standard.
9. Undertake all duties and interaction with employees, partner providers and customers fairly, without unlawful discrimination and with due regard to the TLS/London Borough of Richmond's Diversity & Equality in Employment & Service Delivery Policies.
10. Assist with other duties as required for instance events, general administrative duties and staff cover and to be a reliable and flexible member of the RA team.

## **Other requirements**

The role requires visiting and organising events including outdoors in various locations along the river.

Ability to work flexible hours on a regular basis to support evening and weekend events.

You will be expected to support the wider objectives and activities of the Thames Landscape Strategy.

## Person Specification

### Interpersonal skills

- Excellent team-working and leadership skills with people of diverse backgrounds and levels of knowledge.
- Excellent oral communication skills including ability to adapt communication styles to a variety of circumstances.
- Ability to work independently and be self-motivated.
- Highly motivated with a passion for the environment and heritage.

### Training & experience

- A degree or equivalent in a relevant discipline (desirable).
- Experience of working within the heritage / environment sector (desirable).
- Experience of organising events (desirable).
- Experience of working within the voluntary sector (desirable).

### Knowledge & skills

- Ability to manage small budgets.
- Computer and social media literate.
- Ability to develop environmental interpretation content and deliver learning programmes and projects, working as part of a team.
- Understanding of climate change and environmental issues in terms of good practice and in-sector opportunities.
- Ability to work in partnership with a range of different organisations to meet shared goals, priorities and sector standards.
- Excellent administrative skills including ability to devise and manage projects.
- Understanding of audience development and commitment to creating accessible educational programmes in a range of formats, which meet the needs of a diverse community.
- Excellent office/ICT skills including understanding of web and digital based content and an ability to maintain and develop database systems.
- Ability to understand the requirements of participants with special needs.
- Commitment and flexibility are key qualities of this post-holder, developing teamwork as well as supporting the work of other staff.
- Ability to demonstrate an understanding of why Equal Opportunities is important in employment.
- A full clean driving licence is required.

**To apply:** send your CV and a covering letter, detailing how you meet or exceed the person specification (interpersonal skills, training & experience, and knowledge and skills) no longer than 2 pages to the contact details below.

**Closing date:** Wednesday, 20th October 2021 at 23:55.

Interviews will take place on Thursday 28th October at Holly Lodge, Richmond Park.

For further information, please contact Jason Debney, Coordinator Thames Landscape Strategy on 07761169343 or email [j.debney@thames-landscape-strategy.org.uk](mailto:j.debney@thames-landscape-strategy.org.uk)