

## Kent County Council

Job Description: *Countryside Partnership Officer- Community Engagement*

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<b>Directorate:</b>	<b>Growth, Environment and Transport</b>
<b>Unit/Section:</b>	<b>Environment</b>
<b>Grade:</b>	<b>KR7</b>
<b>Responsible to:</b>	<b>North West Kent Countryside Partnership Manager</b>

### **Purpose of the Job:**

To develop and deliver Community Events, environmental education and Forest School for the North West Kent Countryside Partnership.

### **Main duties and responsibilities:**

To develop and deliver Community Events, School Projects and Forest School for the North West Kent Countryside Partnership.

Promote Forest School, community and environmental education and increase the reach of these activities within the community.

Deliver Forest school as a qualified level 3 Forest school practitioner.

Develop and maintain good working relations with a wide range of partners to implement and develop community activities including environmental events and curriculum linked environmental education.

Assist the Partnership Manager in identifying and finding new sources of funding.

Ensure that projects are well-costed and completed within agreed budgets.

Undertake such duties as from time to time may be allotted to you.

**Footnote:** This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

## Kent County Council

### Person Specification: *Countryside Officer-Community Engagement*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
<b>QUALIFICATIONS</b>	Level 3 Diploma in a countryside subject or similar qualification in a related subject. Level 3 Forest School practitioner qualification
<b>EXPERIENCE</b>	Extensive experience within a countryside management/nature conservation role in particular community engagement, working with schools and forest school. Knowledge of obtaining external funding. Experience of publicity production and promotion including social media. Experience of planning and delivering community events, school workshops and Forest School. Experience of Health and Safety, Risk/Risk benefit Assessment Experience with working with and leading groups of volunteers in an outdoor setting. Experience of meeting deadlines and project reporting.
<b>SKILLS AND ABILITIES</b>	Take the lead on project development and delivery. Demonstration of a range of community engagement delivery. Able to identify potential funding and complete applications, assist on other larger funding bids. A clear and effective advocate for North West Kent Countryside Partnership. Computer literate with experience of different IT packages. Application of Health and Safety in the workplace. Ability to drive Partnership Vehicles
<b>KNOWLEDGE</b>	Knowledge of local and wider countryside management and environmental issues. Knowledge of community engagement and environmental education techniques and Forest School.
<b>KENT VALUES AND CULTURAL ATTRIBUTES</b>	<b>Kent Values:</b> <ul style="list-style-type: none"><li>• We are <b>brave</b>. We do the right thing, we accept and offer challenge</li><li>• We are <b>curious</b> to innovate and improve</li><li>• We are <b>compassionate</b>, understanding and respectful to all</li><li>• We are <b>strong together</b> by sharing knowledge</li><li>• We are all <b>responsible</b> for the difference we make</li></ul>

	<p>Our values enable us to build a culture that is:</p> <p><b>Flexible/agile</b> - willing to take (calculated) risks and want people that are flexible and agile</p> <p><b>Curious</b> - constantly learning and evolving</p> <p><b>Compassionate and Inclusive</b> - compassionate, understanding and respectful to all</p> <p><b>Working Together</b> - building and delivering for the best interests of Kent</p> <p><b>Empowering</b> - Our people take accountability for their decisions and actions</p> <p><b>Externally Focused</b> - Residents, families and communities at the heart of decision making</p>
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