

1. JOB DESCRIPTION

- Job Title** : Grow Wilder Land Management Officer
- Contract** : Part time, fixed term
Maternity cover- April 2024- Feb 2025 (or return of the post holder if earlier)
- Team** : Commercial Development
- Working Base** : Grow Wilder
- Responsible to** : Grow Wilder Site Manager
- Responsible for** : Volunteers and Grow Leader placements
- Overall Purpose of Job** : To oversee the land management and community use of Grow Wilder. Responsible for the delivery of the site management plan for 2024, seasonal schedules and weekly work plans. You will lead groups of regular volunteers, Grow Leader placements in practical tasks and co-ordinate the activities of community groups and partner organisations working on site. There is a commercial element to the job so you will be expected to demonstrate this mindset when appropriate.

Main Responsibilities

: Oversee the food growing season for Grow Wilder including forest gardening, along wildlife-friendly, low-carbon organic growing principles. This will include selling produce through the Pick Your Own Veg scheme.

Oversee the Grow leader placements; these are volunteer placements who commit 2 days a week for 6 months at Grow Wilder in exchange for a place on the Grow Leader course. Providing a supportive learning environment, with ongoing training and mentoring.

Supervise other regular volunteers, and corporate groups to ensure priority land management and food growing activities take place across the site.

Coordinate the Spring, Summer and Autumn Grow Leader courses. This is an 8-week course with 15-20 attendees, introducing agroecological food growing and land management. Delivered as classroom based and practical skills sessions. Deliver a well organised course experience, communicating with the tutors and acting as the point of contact for the students questions/concerns.

Running of weekly Wild Work Days (corporate volunteer days) from April - October, delivering in person or arranged in advance with volunteer placements, land partners or AWT colleagues.



2. JOB SPECIFICATION

- Management and Supervision** : Provides co-ordination, leadership, and support to a range of volunteers, placements, and community groups. Supervises people undertaking practical land management work. Coordinates the Grow Leader training programme and provides mentoring to Grow Leader placements.
- Accountability and Resources** : Contributes to site development as part of a team and is responsible for agreed aspects of delivery. Responsible for expenditure within agreed budget.
- Job Impact** : Works internally to support the wider AWT team and projects. Works externally through contact with project participants, volunteers, the public, community and interest groups, partners and stakeholders organisations.
- Independence and Judgement** : A variety of work activities, some complex and non-routine, ability to work alone and in collaboration with others in different situations. Responsible for own skills, training and personal development.
- People and Contacts** : Collaborates with other groups and provides training opportunities. Liaises regularly with a wide range of contacts including the public, community and interest groups, stakeholders, and businesses. Addresses audiences of 10+.
- Creativity and Innovation** : Opportunity for creativity and innovation and a large degree of personal responsibility and autonomy.
- Working Conditions** : This role is 4 days/week based at Grow Wilder and will require some evening and weekend working over 4 days out of 7 day rota. You will be working outdoors in all weathers.

3. PERSON SPECIFICATION

Job Title	: Grow Wilder Land Management Officer
Team	: Commercial Development

- Experience** :
- Organisational ability and experience of delivering to deadlines (E)
 - An understanding of how to run projects with viability and efficiency in mind (E)
 - Interest/experience working with communities to deliver land based environmental projects (D)
 - Delivery and supervision of practical conservation work (E)
 - Working with community groups, volunteers and vulnerable people (D)
 - Providing community skills training (D)
 - Developing and implementing a range of horticulture and/or conservation projects. (E)
 - Creating promotional material and working with social media (D)

- Competence, Knowledge & Skills** :
- Ability to motivate others and negotiate positive outcomes (E)
 - Ability to meet deadlines (E)
 - Ability to work independently using own initiative and judgement, as well as in close co-operation with others (E)
 - Ability to train, mentor and support a diverse range of people in practical outdoor activities (E)
 - Excellent presentation skills (written and verbal) and ability to communicate effectively with a wide range of people (E)
 - Knowledge of practical conservation and horticultural skills (E)

- ICT skills in Microsoft Office package (D)
- Willingness to work outdoors, and weekends/ evenings as appropriate on agreed occasions (E)

Personal Qualities

- :
- Self-discipline (E)
 - Enthusiasm and self-motivation (E)
 - Tact, diplomacy and integrity (E)
 - Ability to work as part of a team (E)
 - This position is subject to an Enhanced with Barring DBS check (E)
 - Driving licence (D)

Please sign and date this document to confirm its accuracy at the present time.

Post-holder name:

Post-holder's signature: Date:

Line manager's name :

Line manager's signature : Date: