



Job Description

Position: Green Guardians Project Officer

Responsible to: Green Futures Project Manager

Location: YDMT Offices, Clapham, North Yorkshire

Job Purpose: The post holder will deliver the 'Green Guardians' element of YDMT's 'Green Futures' project, part of a wider national Our Bright Future portfolio. Green Guardians will provide inspirational opportunities for disadvantaged young people from a range of communities within and bordering the Yorkshire Dales to enjoy, learn about and take part in practical activities in the natural environment of the Yorkshire Dales.

Main responsibilities:

1. To identify, establish and foster opportunities for young people from targeted disadvantaged groups and urban communities to access the Yorkshire Dales. Connecting with young people from a range of groups including: Black, Asian and Minority Ethnic, disability, urban disadvantaged, young offenders, homeless, young carers, NEET young people and those at risk of becoming NEET.
2. To develop, run and monitor a range of non-adventurous outdoor based activities that are suitable for the age groups and abilities of those taking part, which enable young people to develop a connection to the natural environment, increase their confidence in accessing the countryside, learn new skills and encourage environmental action and proactive behaviour.
3. To liaise with other Green Futures staff and projects so that activities link into and feed the youth environment forum and annual youth environment summit.
4. To manage and deliver a small scale grant programme – Youth Environmental Action Fund – with the aim of encouraging and supporting young people to engage with their own local environment and space
5. To explore the potential for longer term engagement activities/programs for targeted groups – outside of any formal awards structure
6. To ensure that all appropriate risk assessments are carried out and that all necessary permissions, consents, qualifications, licenses and other relevant information are in place.

7. To design and carry out evaluation of the project and disseminate learning through reports, articles, workshops and at partner events and conferences.
8. To monitor key project targets (number of community groups participating in the project, number of events and activities, etc) to assess the ongoing impact of the project and enable changes to be made as necessary.
9. To provide the Project Manager with all necessary information to ensure effective monitoring and management of the project, and produce written reports and updates where required or appropriate for management, partners and funders.
10. To work closely with the Project Manager in developing project sustainability and legacy.
11. To develop and maintain constructive working relationships with partners, land managers, statutory bodies, voluntary agencies and community representatives involved in the development and delivery of the project.
12. Where appropriate and required contribute to the wider Our Bright Future portfolio activities and work with other organisations, project deliverers, partners and stakeholders.
13. Working alongside YDMT media and communications staff promote and market the Green Futures programme through websites, blog, social media, presentations, attendance at events, production of marketing literature such as press releases, and working with partners/communities to generate 'good news' stories to celebrate project successes.
14. Be responsible management and care of Green Futures waterproof and safety clothing, tools and materials

General:

- Carry out duties with due regard to the well-being and safety of others at all times.
- All staff members are expected to volunteer to support and assist at the occasional evening and weekend event

This is not intended to be a full description of duties and the post holder may be required to perform any other duties commensurate with the nature of the post as deemed appropriate and by agreement with your line manager.

This post is subject to an enhanced DBS check

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