



GROUNDWORK SOUTH AND NORTH TYNESIDE RECRUITMENT PACK

Education Project Officer (Farm School)

Groundwork South and North Tyneside | Charity Registration number
1007918

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ISO 14001
Registered

Environmental
Management



The Groundwork Approach



The Groundwork movement began 40 years ago at a time of political, social and economic challenge as an experiment to help communities cope with change and work together to make their lives and neighbourhoods better. That experience and that spirit of enterprise and innovation have never been more needed than now. What drives us is the recognition that in every community – however disadvantaged – there are deep reserves of pride in the local area and people with the passion and ideas to improve their circumstances and surroundings. Groundwork South and North Tyneside exists to harness that pride and unlock that passion through services, projects and programmes that change people's lives now but also make our communities across our region more resilient for the future.

We know that many people face multiple challenges – living in isolation or with significant health issues in communities with few facilities and limited employment prospects. We work with partners to address these challenges in three ways: we create better places, we improve people's prospects, and we promote greener choices

Wherever and however we deliver, our approach will always be informed by our commitments:

- > We will invest in the places and people that need us most**
Prioritising our resources to bring about lasting change by building skills and capacity within the local communities where we can make most difference.
- > We will work with local leaders and listen to local voices**
Ensuring our work is shaped by those it is designed to benefit and adds value to the assets that exist in local areas.
- > We will grow a culture of equity and inclusion**
Operating transparently and with integrity and seeking out a diversity of viewpoints, both in the work we do and the people we employ.
- > We will be committed to collaboration**
Forging strong partnerships, contributing to a thriving community sector and helping others lead where this will achieve greater impact.
- > We will act as environmental exemplars**
Championing practical action to combat the climate and nature emergency and measuring and reducing our own environmental impact.



Why our Work is Needed

We believe that working with local communities to build their resilience is vital in facing up to the challenges of a globalised economy and a changing climate. We know that the negative effects of climate change and environmental breakdown impact first and worst on those who have the least power in society, and who contribute least to the cause of the crisis. A 'just transition' to an inclusive, net-zero economy must tackle, rather than entrench, this inequality and provide a springboard for better work and healthier, happier lives in the places that need it most.

This means creating green jobs that build wealth in local communities, changing behaviour to reduce wasted food, energy and water, providing biodiverse, accessible green spaces, supporting businesses to be more responsible and empowering communities to lead activities that improve their quality of life and promote health and wellbeing.

The UK is one of the richest nations in the world yet many people in many communities face significant hardship

- Continued reductions in public spending means there is a risk of greater social inequality and greater geographic disparity as services people rely on are cut
- The neighbourhood services that enhance our quality of life – from youth clubs to parks – have felt the brunt of spending reductions.
- As our economy and welfare system change, some people feel marginalised and vulnerable.
- Environmental impacts – from flooding to energy price rises – impact disproportionately on those who have least protection.
- Addressing these challenges requires new ideas and approaches, engaging communities and businesses and shaping new ways of delivering public services.

- ✔ **89%** of community groups say their work is needed more than ever, but more than half say it has got harder for them to operate in the last ten years
- ✔ **75%** of people say they feel unable to influence decisions about what happens in their local area.
- ✔ **Nearly half** of young people say they feel they don't belong to their neighbourhood.
- ✔ **2.69 million** people do not live within a ten minute walk of a green space. Those who are at greatest risk of poor physical and mental health are more likely to miss out on the benefits of green space.
- ✔ Around **half a million** young people were 'economically inactive' – not in learning or employment and not looking for work.
- ✔ **One in ten** households in England is experiencing fuel poverty, rising to almost one in five for ethnic minority households.
- ✔ **76%** of adults say they are concerned about climate change.
- ✔ **40%** of young people admit to feeling 'overwhelmed' by the climate crisis.
- ✔ **90%** of SMEs said being sustainable was important for their business but more than half said they were finding it difficult to take action.



Working for Groundwork South and North Tyneside



VALUES

Our values inform what we do and how we do it.

We are **environmentally aware** and focused on **communities in need**.

We are **collaborative**, show **integrity** and strive for **quality** in everything we do.



EQUALITY & DIVERSITY

We are fully committed to eliminating discrimination and promoting equality and diversity in our workforce and employment practices, in the work we undertake, and in the provision of all our services.



SAFEGUARDING

We commit to doing everything we can to ensure the safety of those involved in our projects, programmes and services. Our safeguarding team ensures that our safeguarding policy and practices are rigorously implemented and continually reviewed and improved. Safeguarding is embedded in our organisational culture.



SUSTAINABILITY

Our federation strategy commits us to being environmental exemplars, which means embedding the principles of sustainable development in what we deliver and the way we work. Sustainable development means meeting our own needs without depleting natural resources for future generations. It also means recognising that our environment, economy and society are all connected.

Groundwork believes that the needs of local communities must be central to the way we tackle the climate and nature emergencies. Our ISO14001 accreditation supports our achievements.

What are we looking for?

Groundwork South and North Tyneside has been Changing Places and Changing Lives for over 30 years through a variety of environmental, learning, health and skills programmes.

We are looking for a dedicated person to deliver our Farm School programmes.

Farm School is a long-term programme, combining in-school experiences with off-site visits over a number of years, to help children's personal, social and emotional development (PSED), academic learning and mental wellbeing. The programmes consist of a variety of teaching and learning activities including manual work such as animal care and growing crops alongside crafts, exploration and play. Farm School is purposely less "formal" than classroom learning, with flexibility in plans to follow children's interests, play being a key part of learning, and discussion positively encouraged.

We mostly deliver Farm School to primary schools visiting Jarrow Hall, using our Anglo-Saxon Farm, Village and Woodland as a base for learning. As part of our partnership with Ridgeway Primary Academy, we also deliver some sessions in school, using their Farm School area, including vegetable plots, animals and sensory space. We also deliver some alternative education for KS3 pupils following the Farm School model.

The successful candidate will deliver educational workshops on farm animals, the natural environment, and Anglo-Saxon history as part of their role, as well as less-formal activities.



What are we looking for?

The successful candidate will be committed to the holistic education of children of all ages, and to high standards of animal welfare. Qualifications are desirable but not essential; Skills and knowledge gained through personal or professional life are just as valuable and training will be considered for a candidate with appropriate skills but no formal qualifications or paid experience.

Due to the diverse range of delivery, it is anticipated that training will be provided during the induction period to the successful candidate to improve skills in any areas which need development; self-awareness of competencies and areas for development, as well as an ability to quickly learn new skills and knowledge are required.





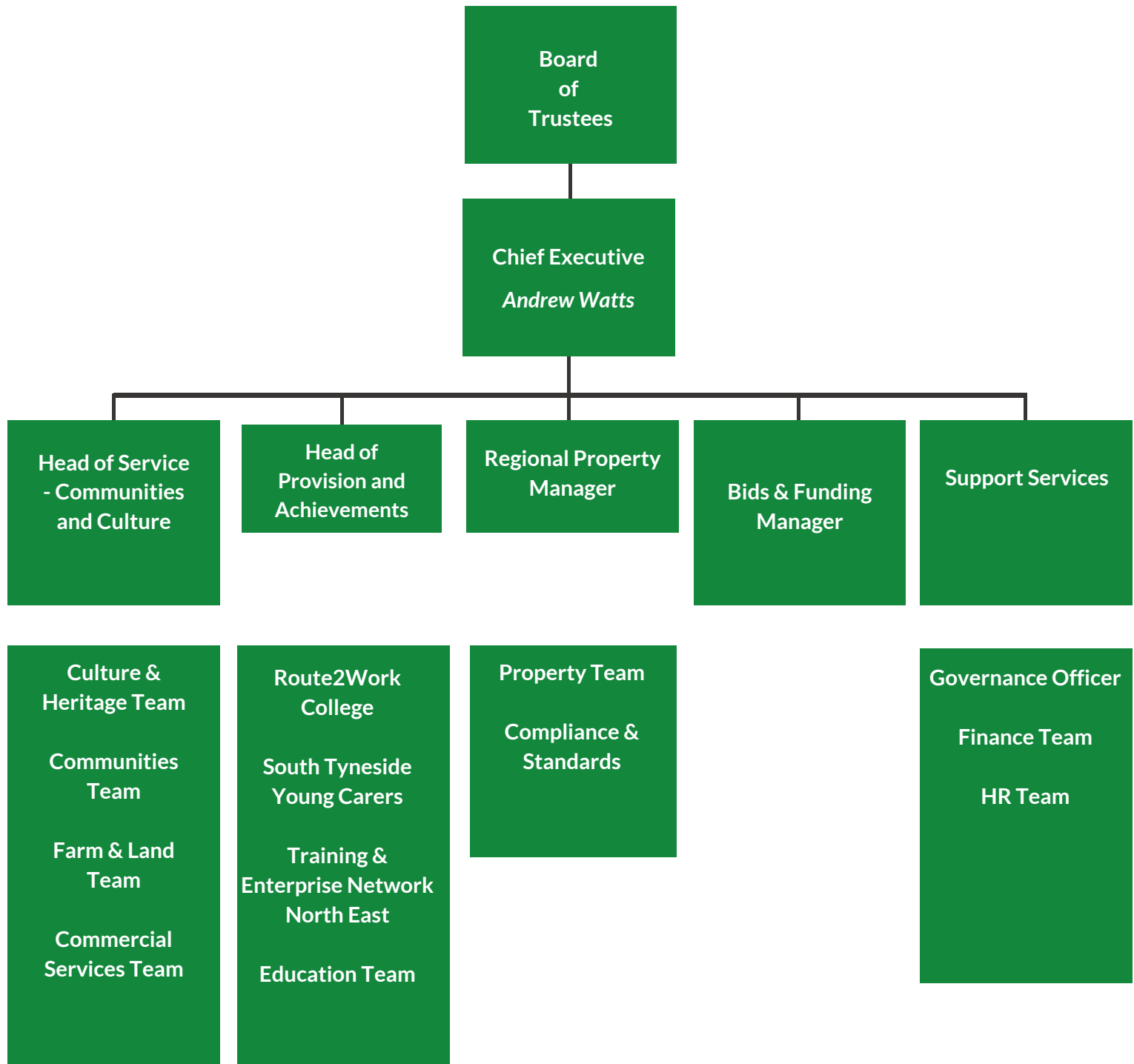
What difference will you make in the role?

- > As a charity we have a great team of passionate people who are committed to our vision, supporting our local communities and delivering the best outcomes for local people across a large and diverse range of projects. You can learn more about the great work we do by visiting our website

www.Groundwork.org.uk/hubs/northeastandyorkshire

- > Support children and young people's personal, social and emotional development
- > Help young people to connect with our animals and nature
- > Offer unique farm experiences for children, young people and families

Our Groundwork Team



Role Details

Hours of Work: Annualised hours contract of 1000 hours per year.

Regular hours will be 8:30 - 15:30, Mondays and Tuesdays during term time. Remaining hours can be arranged with some flexibility to suit the successful candidate, but will include working a third weekday during a range of term-times dates, plus working 3 - days per week during some school holidays.

Work Locations: Based at Jarrow Hall, with some work at Ridgeway Primary Academy and potential work across South and North Tyneside

Salary: £20,000 - £22,000 FTE. Actual salary £10,390 per annum - £11,430 per annum (dependant on skills and qualifications), standard terms and conditions apply

Reporting to: Education Programme Lead

Key Result Areas

> Educational Activity Delivery:

- Contribute to planning multi-year Farm School programmes to support children's holistic education and development
- Deliver stimulating education sessions to pupils from reception to Y9, supporting pupils to develop skills in resilience & self-regulation, emotional expression, choice & independence, and teamwork
- Plan and deliver farm-based school holiday programmes for families
- Make a positive contribution to the care and life enrichment of Jarrow Hall's animals
- Source and prepare materials and equipment for the delivery of activities
- Carry out risk assessments of all planned activities and ensure delivery is safe
- Create a welcoming and supportive environment

Quality Control and Customer Service:

- Work alongside the Jarrow Hall Farm Team and deliver consistently high standards of animal welfare
- Enable pupils to achieve the learning and development aims and objectives agreed with schools
- Observe participants and record findings to assist with evaluating and reporting on project impact
- Liaise with school leads on programme development, delivery and evaluation
- Support the implementation of Quality Standards within Groundwork
- Maintain and develop excellent relationships with key partners and stakeholders

Business Development:

- Maintain and develop new relationships to expand provision of Farm School
- Work closely with colleagues and share knowledge and best practice to improve service delivery
- Raise the awareness of the Groundwork through engagement with a variety of partners and clients such as schools, children's groups, community groups, voluntary organisations and private companies



> Operational and Financial Performance Management:

- Regular review of business and financial plans alongside the team programme lead
- Ensure appropriate spend of income from clients
- Contribute to development of the team's Business Plan

> Supervision:

- Along with the Programme Lead, support project assistants, apprentices and volunteers which may include direct supervision, supervision meetings and informal training

Health & Safety

- > All employees have a responsibility of care for their own and others' health and safety
- > To oversee the H&S of activities in-line with Groundwork's Health and Safety policies and Procedures
- > To liaise with the Programme Lead, the Trust's H&S Lead, and External Consultant on H&S matters relating to sites, activities and operating procedures

Safeguarding

- > We are committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. Applicants should be aware that the post will only be offered to successful candidates subject to an Enhanced DBS check as well as other employment clearances

Additional Responsibilities

- > The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post
- > Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder
- > The post holder is required to carry out the duties in accordance with the company's Equal Opportunities Policies
- > To be aware of, and comply with, all measures to support our environmental standard ISO14001
- > To be aware of, and fully comply with all areas of Information Security in particular the GDPR (General Data Protection Regulations) 2018



Person Specification

(E, Essential D, Desirable)

Points marked (A) will be assessed from the application form

Points marked (I) will be assessed at interview

Education, Training & Qualifications

- > Education or teaching qualification Level 3 or higher, or willingness to undertake **(E, A)**
- > Vocational qualification in horticulture, animal welfare or similar, or willingness to undertake **(E, A)**
- > Forest School Assistant Level 2 certification (Or greater) **(D, A)**
- > Level 5 or above education or teaching qualification **(D, A)**

Experience

- > Experience communicating with children aged 5-11 **(E, A)**
- > Experience with animals **(E, A)**
- > Experience working with children in an education or care setting **(D, A)**
- > Experience supporting KS3 pupils who are struggling with accessing mainstream education **(D, A)**
- > Knowledge of Anglo-Saxon history **(D, A)**
- > Knowledge of animal welfare **(D, A, I)**
- > Experience working with a range of farm animals including handling and care responsibilities **(D, A)**
- > Experience working with animals for therapy provision **(D, A)**
- > Knowledge around children and young people's mental health and wellbeing **(D, A, I)**
- > Knowledge of agricultural sector **(D, A, I)**

Competencies

- > Ability to support children and young people to increase their skills in resilience & self-regulation, emotional expression, choice & independence, and teamwork **(E, A, I)**
- > Ability to safely care for and handle animals **(E, A, I)**
- > Strong verbal communication skills with a variety of audiences including children, teachers and partner organisations **(E, I)**
- > Ability to overcome problems calmly **(E, I)**
- > Good time management **(E, I)**
- > Ability to follow risk assessments **(E, A)**
- > Ability to monitor animal welfare and identify ill health or stress **(D, A, I)**
- > Ability to plan exciting and stimulating educational activities **(D, I)**
- > Skills in observing children and recording their personal development **(D, A, I)**
- > Ability to quickly learn new skills and knowledge **(D, A, I)**
- > Ability to plan and stick to a budget **(D, A, I)**
- > Ability to write and communicate risk assessment **(D, A, I)**
- > Flexibility including ability to adapt delivery style to different groups **(D, I)**
- > Skills in sensitively managing pupil behaviour **(D, I)**
- > Proficient with commercial use of social media **(D, A)**
- > ICT skills including use of Microsoft Word, Excel, Outlook and Teams **(D, A)**



Person Specification Continued

(E, Essential D, Desirable)

Points marked (A) will be assessed from the application form
Points marked (I) will be assessed at interview

Values and Attitudes

- > Enjoy working as part of a team **(E, I)**
- > Committed to the needs of all members of the community **(E, I)**
- > Ability to motivate self and others **(E, A, I)**
- > Commitment to providing a safe learning environment and activities **(E, I)**
- > Committed to promoting high standards of animal welfare **(E, A, I)**
- > Reliable and committed **(E, I)**
- > Willingness to independently run a day's activities including preparation, set up, delivery, an cleaning **(E, A)**
- > Compassionate to the diverse needs of different children and young people **(D, I)**
- > Committed to meeting the needs of disadvantaged communities **(D, I)**
- > Enjoy working outside **(D, A)**

Additional Requirements

- > Able to independently travel across South Tyneside with activity resources **(E, A)**
- > Able to physically handle animals up to the size of goats **(E, A)**
- > Full driving licence **(D, A)**



What will we offer you...

- Competitive salary
- Excellent holiday entitlement of 25 days, rising to 28 days per annum plus public holidays
- Family friendly policies to support work/life balance and time off in lieu for out of hours work
- Business travel expenses
- Better health at work activities
- Access to a Cycle To Work Scheme
- A commitment to equality, diversity and inclusion which ensures everyone can make best use of their skills, free from discrimination or harassment
- Staff Death in Service scheme
- Friendly, team environment where we support each other to achieve





CHANGING PLACES
CHANGING LIVES



Groundwork South and North Tyneside strive to have a diverse and inclusive workforce that is representative of the communities we serve. We want you to be yourself at Groundwork and we value everything that makes you unique. We recognise and celebrate your difference and together we make Groundwork a special and great place to work.

Groundwork South and North Tyneside is committed to safeguarding and protecting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

join our team

Groundwork South and North Tyneside

www.groundwork.org.uk

