



JOB DESCRIPTION

JOB TITLE: YOUTH OUTREACH OFFICER

RESPONSIBLE TO: SCHEME MANAGER

LOCATION: SOCIAL ECONOMY VILLAGE, HANNAHSTOWN, BELFAST

MAIN TASK: To be responsible for successfully delivering youth engagement activities to 11-24 year olds relating to the local environment.

KEY AIMS OF ROLE

To be responsible for successfully delivering outreach activities on biodiversity, landscape, climate change and heritage with local communities.

To engage and inspire young people to positively change attitudes and behaviour, helping them understand issues such as climate change, policies and plans that shape our environment, along with planning of small scale projects.

To play in a role in developing confident, experienced and multi skilled young people who can find employment, and continue to respect and care for the local green spaces, inputting into community planning towards a more sustainable future environment.

Specific Tasks

1. To create, manage and execute youth engagement programmes in line with the work plan for Our Bright Future.
2. To produce educational material for schools and groups, interpretive information and other information/reports/publications including web material relevant to the Belfast Hills that will inspire young people.
3. To train young people by providing a wide range of training courses including biological surveying, conservation skills, GIS/GPS skills, walking the hills, health & safety etc.
4. To encourage young people to feed into small scale environmental improvement plans such as work to school grounds.
5. To liaise with site managers, land owners, local communities etc to obtain support for projects. To seek additional funding including inkind support for projects.
6. To be an ambassador for the Belfast Hills Landscape Partnership at meetings, school groups, student groups and events. This will involve evening and weekend working.
7. To monitor project success by recording engagement numbers, gathering feedback, monitoring budgets and writing evaluation reports.

8. To assist in all aspects of putting together regular newsletters, press releases, website info, social media updates etc relating to the Youth Engagement Project.
9. To work with other staff and volunteers to carry out any other duties required for the effective operation of the Partnership and its projects.

Essential Criteria

Successful candidates will demonstrate all of the following essential criteria:

1. (a). A Third level or equivalent professional qualification **and** 1 year experience working with young people aged 11-24 yrs undertaking outreach work or education work (paid or voluntary).
- or**
1. (b) 2 years equivalent experience in working with young people aged 11-24 yrs undertaking outreach/education work (paid or voluntary).
2. A minimum of 5 GCSE passes or equivalent including English and Maths.
3. Excellent oral and written communication skills.
4. Experience of producing interpretation and/or education materials, outreach programmes.
5. Experience of carrying out a range of outdoor tasks and activities e.g. tree planting, path maintenance, drainage & pond work, survey work.
6. IT Skills such as competency in the use of MS Word, Microsoft outlook, Internet Explorer, Power Point.
7. Experience of leading and/or organising events and walks.
8. Access to a suitable means of transport to fulfil the requirements of the post.
9. The ability to work evenings or weekends as required.

Desirable Criteria

In addition, the following criteria will be desirable from the candidates:

1. Experience of designing and carrying out youth engagement programmes in areas such as river studies, archaeology, school ground improvements.
2. Experience of maintaining a website.
3. Knowledge and interest in environmental issues relating to the Belfast hills including knowledge of local wildlife.
4. Current First Aid Qualification
5. A full and valid driving licence and access to suitable means of transport.

N.B. The successful candidate will be expected to undertake an AccessNI check.

Terms and conditions

Length of Contract: Until Dec 2021

Salary: £25,000

Hours: 35

Holidays: 25 days + 12 statutory days

Probationary Period: 6 month

Notice: 2 months