



RAINCLIFFE WOOD COMMUNITY ENTERPRISE

Job Description

Post	Woodland Heritage Project Officer
Post Number	RWCE003
Salary	£25,000 per annum (18 month fixed-term contract)
Responsible To	Community Woodland Manager
Work Base	Thorn Park Farm, YO12 5TB

About us

Raincliffe and Forge Valley Woods are the largest community managed woodland in England. The woodland is one of North Yorkshire's key living landscapes linking the river Derwent catchment with the north riding forests and the coast, and is part of a wider nature recovery network for the region. The 222 hectare woodland on the edge of Scarborough borders some of the most socio-economically deprived communities in North Yorkshire, yet comprises a National Nature Reserve, has extensive designation as a Site of Special Scientific Interest, and is home to nationally rare flora and fauna. It also contains over 200 historic environment and built heritage features including ancient charcoal pits, holloways and overstood coppice covering 4,000 years of human interaction with the landscape. The woodland also provides a sanctuary for people looking to escape the stresses and pressures of modern life, contributing to the improved health and wellbeing of our communities.

Raincliffe Wood Community Enterprise is a community business owned and run by local people to manage Raincliffe, Forge Valley and Row Brow Woods long into the future. The Not-for-Profit business is held within a Community Interest Company, registered at Companies House.

Our **Vision** is to be a thriving community woodland and landscape, loved and valued by the community, and cared for by a financially sustainable membership-owned business. Our **Mission** is to protect and enhance the woodland and its biodiversity for the benefit of all, and to develop a business model that enables the enterprise to do this. And our **Values** are; care for the environment; inclusivity; partnership and collaboration; expertise and innovation; inspiring people; responsibility and sustainability.

Purpose

This role is to oversee the planning, delivery and evaluation of our 'Working Woodland Heritage' project.

We have an incredible woodland heritage in England and particularly in the North York Moors region, but in recent decades we've lost that woodland culture and our connection to nature. Through our Working Woodland Heritage project we want to revive the woodland culture of the North York Moors National Park and coastal communities. Raincliffe and Forge Valley Woods have a rich and varied heritage intrinsically linked to the local area.

Documented in the Domesday Book and actively managed for over a thousand years, timber from the woodland was used in the construction and repair of Scarborough Castle, supplied local farms and commoners with essential coppice crafts and has powered medieval and Georgian iron industries.

You will deliver a range of workshops, guided walks and experiences to help local people and communities to improve their connection to the woodland and its heritage, inspiring more people to become involved with the community woodland through practical conservation volunteering, delivering a programme of heritage craft workshops and using traditional woodland management techniques.

You will support a network of volunteers referred by GP's, NHS green social prescribing leads, and North Yorkshire County Council Stronger Communities to provide immersive experiences for service users experiencing mild mental health conditions (e.g. anxiety, depression), social isolation and young people furthest from employment to improve their skills, confidence and wellbeing. Our volunteers will help bring neglected woodlands back into good management, decrease wood waste and deliver multiple benefits for people, climate and wildlife.

Main Duties and Responsibilities

1. Develop a programme of workshops and experiences to engage local people with the community woodland through guided walks, volunteering and craft workshops
2. Deliver a range of habitat improvement works with volunteers including ride management and coppicing to improve the structural diversity of the woodland to promote increased biodiversity
3. Develop strategic relationships with local community support groups and health and social care referral networks
4. Deliver 25 guided events including woodland wellbeing walks, charcoal making workshops, green woodworking and heritage/coppice craft workshops to create a range of wood products.
5. Mentor and support project participants to learn new skills, spend time in nature and meet new people
6. Engage with local farmers to supply and trial biochar as a potential soil enhancing product.
7. Design and install 3 interpretation panels communicating the cultural and natural heritage of the site
8. Deliver 1 large public event celebrating the community woodland and the success of the Working Woodland Heritage project in summer 2023
9. Funder relationship management and project monitoring and evaluation
10. Ensuring that project output targets and milestones are met and within budget
11. Ensure that all work is carried out in accordance with RWCE's health and safety policy.
12. Any other duties that the Community Woodland Manager may reasonably request.

Raincliffe Wood Community Enterprise

Person Specification

Post	Woodland Heritage Project Officer	Post Number	RWCE003
		Essential	Desirable
Qualifications			
Accredited training in mentoring, coaching or outdoor education			✓
Accredited training in land-based skills or heritage crafts (such as basket weaving, ecological surveying, brushcutter, ground-based chainsaw etc.)			✓
A degree or equivalent in a relevant subject			✓
Experience and Knowledge			
Proven experience in managing projects including budget management and reporting to funders.		✓	
Demonstrable experience leading volunteers on practical conservation tasks.		✓	
A good comprehension of green social prescribing and nature-for-wellbeing, and a willingness to be trained in 'Mental Health First Aid'		✓	
A good knowledge of current safeguarding legislation and best practice.		✓	
A high level of competency in the use of office-based computing software, including Microsoft Word, Excel, PowerPoint and Outlook and public engagement platforms such as Eventbrite.		✓	
Experience developing and delivering community engagement projects including monitoring and evaluation.			✓
Previous experience of working with young people or people experiencing mild mental health conditions			✓
An understanding of natural and cultural heritage			✓
Communication Skills			
Previous experience creating content for social media or interpretation panels.		✓	
An excellent networker with strong interpersonal and communication skills with experience building strong professional relationships with strategic partners to strengthen community engagement.			✓

<p>Self Management</p> <p>Self-motivation and the ability to work with limited supervision</p> <p>A safety-first approach in the workplace</p> <p>Good time-keeping</p> <p>A highly organised and resourceful individual, who can skilfully prioritise and successfully deliver competing objectives whilst maintaining the flexibility to respond to new opportunities to increase community engagement and income.</p>	<p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>
<p>Personal Attributes</p> <p>A good listener, who demonstrates tact, diplomacy and integrity, can handle sometimes sensitive and confidential conversations, and inspire trust.</p> <p>A team player who can work collaboratively with multiple community groups and projects to co-create opportunities, offer expert guidance, share learnings and achieve results.</p> <p>A passion for woodland management, nature conservation or heritage crafts.</p> <p>An understanding of Raincliffe Woods and it's importance to the local community</p> <p>Full driving licence</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>	<p>✓</p>

Raincliffe Wood Community Enterprise

Woodland Heritage Project Officer

Salary/Hours

£25,000 per annum. Salaries are paid on the 26th of each month.

37.5 working hours per week, Monday to Friday. The nature of the post's duties may from time-to-time require evening and weekend work. Paid overtime is not available, but time off in lieu will be given.

Conditions of Service

This role is subject to Raincliffe Wood Community Enterprise CIC securing funding from the 'Farming in Protected Landscapes' fund, which will be announced on 4th March 2022.

Place of work: The post is based at Thorn Park Farm, Mowthorpe, Hackness, Scarborough, YO12 5TB. However all outreach and engagement sessions shall be delivered throughout the 222 hectare woodland estate.

Holidays: 25 working days per annum in addition to the normal public holidays.

DBS: As part of our recruitment and selection process and commitment to safeguarding, we will undertake a DBS check for all individuals in this role. This is because they will be leading a range of public engagement activities and working closely with children and adults at risk. Any offer of employment will be subject to a satisfactory disclosure report. DBS checks will be repeated every 3 years unless there is a good reason to request one sooner.

Selection and Interviews

Applications must be submitted by **noon on Monday 14th March 2022**

Interviews are expected to be held on **Monday 21st March 2022**

Anticipated start date **19 April 2022**

Further Information

If you want to have an informal discussion about this role, please contact Paul Thompson, Community Woodland Manager on 07946745657 or email p.thompson@raincliffewoods.co.uk

Background information about Raincliffe Wood Community Enterprise is available on our website – [Raincliffe Woods - Scarborough Community Woodland](#)