

Job Opportunity: Actions for Nature Officer, The Natural History Consortium

More information about us: www.bnhc.org.uk

ACTIONS FOR NATURE OFFICER – JOB DESCRIPTION

HOURS/WORKING DAYS:

Fixed-term contract to December 2023 (we are open to negotiating shorter terms if relevant to you).

Full-time, part-time or job-share. Salary £22,000.00 pro rata.

PLACE OF WORK: NHC's office in Bristol City Centre, BS1.

We are excited to create a new Actions for Nature Officer role within the small core team at the Natural History Consortium (NHC), that supports the 14 organisations we bring together under our charitable structure. Find out more at www.bnhc.org.uk.

We're open to flexible working hours and full or part-time applications, as long as your working hours are based here in our office in Bristol City Centre. Due to the nature of this role some weekend working over our core programmes will be expected (no more than 4 weekends a year).

As a small friendly team, working at pace, we'd support you to get up and running as quickly as possible to do the same, switching between projects and pieces of work throughout the day. This role is for you if you are highly organised, have a positive attitude, you are a self-starter, and someone who can pick up new skills quickly. Your workload and tasks will vary and we will need you to be able to switch from what you are doing throughout the busy work day.

Our programmes connect with hundreds of organisations and thousands of individuals each year who are working to take action for the natural world. As such you will need to have excellent verbal communication skills and the ability to communicate effectively with a wide range of people face to face, over the phone, Zoom or via email and direct message. The role will involve writing content, so please do show off your excellent writing skills in your cover letter!

This role will focus on facilitation and championing of citizen science activities and resources from across the different members of our Consortium and drawing on best practice to develop and deliver engaging activities, events and resources for the public. This role will be key in disseminating evaluation results to support other organisations through our national activities, as well as representing our programmes in national and international networks.

To make a success of this role we would look favourably on someone who has experience or knowledge of *any number of the below* (we don't expect any one person to cover all of these, and we're keen to hear from as wide a range of people as possible)

- a broad understanding of current environmental and wildlife issues
- experience organising citizen science projects
- knowledge of citizen science projects taking place across the UK
- a broad understanding of the UK's environmental records data pathways
- experience with research and writing
- contract management and working with external stakeholders
- biological recording - professionally or as a volunteer
- experience designing evaluation programmes and writing evaluation results
- experience writing blogs, resources or toolkits

Additional tasks would involve, but would not be limited to; administration, written and verbal communication with stakeholders, event development and delivery (online and in-person), and volunteer management.

ABOUT US

[The Natural History Consortium](#) (NHC) is a charitable collaboration of 14 research, media, policy and conservation organisations working together on a shared mission: Engaging people with nature through collaborative action.

Our partnership brings together regional and national partners to deliver joint projects, allowing us to deliver cutting-edge events, conduct research and evaluation, and create a national platform for the environmental communication sector to share best practice.

NHC's core staff team exists to leverage the resource of the 14 partners who have extensive skills, experience and knowledge and meet regularly to input into NHC programmes. Together, the Consortium have the combined skills and resource to develop and deliver high quality events and have been delivering large-scale collaborative public engagement events since 2003. Each year, NHC engages a dynamic team of volunteers to assist with the annual programme, as well as a small freelance team.

Our current core projects include:

- The Bristol and Bath region [City Nature Challenge](#) and coordinating the UK network of city organisers. City Nature Challenge is global initiative to encourage people to connect with nature and record their local wildlife.
- [The Festival of Nature](#) - the UK's largest public celebration of the natural world, which has been running since 2003.
- [Communicate](#) - the UK's annual conference for environmental communicators.
- Implementing [Bristol's Ecological Emergency](#) Strategy.

HOW TO APPLY

To apply, please send your cover letter and CV in PDF format to info@bnhc.org.uk by 11:59pm on July 31st 2022.

Please ensure that you name each attachment with your name (e.g. "Jo Bloggs CV.pdf" and "Jo Bloggs Cover Letter.pdf").

Interviews will be held on the 3rd & 4th August via Zoom.



The Natural History Consortium is a collaboration between Avon Wildlife Trust, Bath and Northeast Somerset Council, BBC, Bristol City Council, Bristol Zoo Gardens, Defra, Forestry England, National Trust, Natural England, University of Bath, University of Bristol, University of the West of England, Wildfowl and Wetlands Trust, and Woodland Trust.