Job Description
ENOS Communications and Project Officer

JOB DESCRIPTION	
Job Title	Communications and Project Officer (0.5 up to a maximum of a Full Time Equivalent post). There is some flexibility with hours over the duration of the post.
Salary	Competitive salary negotiable depending on experience and country of residency.
Benefits	25 days holiday (pro-rata) + public holidays according to country of residence ENOS will provide pension contributions according to minimum requirement in country of residence.
Employer & Location	The employer will be European Network of Outdoor Sport The officer will work from home and at any venue for the ongoing project activities as required, for which expenses will be paid.
Hours of work	The standard hours will likely be 40 hours per week (full time), but the nature of the role may on occasions require working in excess of these hours to ensure core objectives are achieved. This will include evening and weekend work. Time off in lieu will be granted subject to the requirements of the service.
Responsible to	The employer for this post will be ENOS and the ENOS Head of Policy will be the line manager for the post.
Responsible for	Budget, mobile phone and laptop
Contractual Status	• Initially a 3-year fixed contract – 0.5 and up to Full Time Equivalent (subject to 6 month probationary period), appointed by ENOS. • The role is linked to project funding through the Erasmus Plus Programme and also membership fees from ENOS members.
Role Summary	To co-ordinate the communications for ENOS To co-ordinate the activities for the ECOS N2K project. (See appendix 1) To co-ordinate the partnership of the Beyond Horizons project. (See appendix 2) To manage the budget for both projects in association with the ENOS finance group.

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Key Relationships	• ENOS Communications working group • ECOS N2K project partners • Beyond Horizons project partners • ENOS Management Committee
Specific Responsibilities, Tasks and Activities	**1. ENOS** a. Act as secretariat for ENOS communications groups and ensure timely uploading of content to ENOS website b. Support the collation and publication of appropriate articles for the ENOS newsletter. c. Keep the ENOS social media channels up to date. d. Attend and engage with ENOS management committee meetings as required. e. Support communications on the Euro'meet. f. Explore and identify other funding opportunities. **2. ECOS N2K project** a. Liaise with University of Valencia as lead partner for the ECOS N2K project. b. Monitor and report on budgets for projects to ENOS finance group c. Provide timely information and engage with requirements under WP 1 for the project. d. Fully engage with WP2 – "Community involvement" element of the project as required by the lead partner CONFCOM especially the development of a charter of values e. Fully engage with the activities for WP 3 – "Training and Education" element of the project as required by the lead partner CULLERA f. Engage as required with WP 4 – "Local Pilot activities" as required by lead partner ISG g. Fully engage with WP 5 – "Communication" lead by EUNIK, and provide information for newsletters, articles and web content as required. Disseminate widely across the ENOS network and to federations and agencies as required. **3. Beyond Horizons Project**

	a. Establish and support partnership networks between partners in order to maximise success of project. b. Co-ordinate and arrange logistics for partnership meetings and exchange programme c. Manage the allocation of tasks and ensure reports are provided on time by WP leaders d. Attend and fully engage with all activities of the project. e. Ensure effective dissemination of project findings in partnership with Protect Our Winters as lead partner for this element. f. Monitor and report on Key Performance Indicators to ensure effectiveness and to recommend/ implement changes as appropriate. g. Monitor and report on budgets for projects to ENOS finance group The nature of the post may involve attendance often outside normal working hours during evenings, weekends and public holidays for which appropriate consideration has been made within the grading of the post. Time off in lieu will be granted subject to the requirements of the service. Develop, maintain and monitor statutory requirements including Health, Equal Opportunities and Safety, in all areas of work. Comply with ENOS' Policies and Procedures. To undertake other duties and requirements associated with the post that ENOS may call upon the post holder to perform from time to time.
Continuous Professional Development	ENOS is committed to providing CPD for the successful candidate. We expect the successful candidate to undertake available training opportunities through partner and member organisations and research into other opportunities to enhance personal knowledge, skills and experience.

The job description is subject to change pending review by the role holder and their line manager.

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Appendix 1 - ECOS N2K Project

The ECOS N2K project aims to reduce the environmental impact of outdoor sport activities in Natura 2000 sites. Through three different pilot actions, developed in three different coastal Natura 2000 areas, characterized by the presence of sand dunes and specific biodiversity habitat, it aims to build a working method based on the involvement of local stakeholders and cross education between sport associations, sport operators and environmental experts to allow sportsmen to know the weaknesses of the areas and environmental experts to understand the needs of those who practice outdoor sports.

ECOS N2K aims to create a shared "chart of value" characterized by a dedicated logo that aims to spread sport and environmental values to all local stakeholders (including business ones) to enhance the outdoor sports activity "environmentally friendly" and create good practices to share in all Natura 2000 sites.

Each pilot action will also deliver a route traced by specific signs to facilitate tourists and occasional visitors to the correct use of natural areas.

Ecos N2K project aims to strengthen the use of digital innovation creating digital internet courses to share the local experiences and to spread the methodology used in the project. Every route will be mapped by GPS and it can be enhanced by all the digital technologies tied to this kind of solution.

The signage will provide special measures to be used also by people with disabilities in order to achieve maximum inclusion.

Partners:

1. University of Valencia (Spain) – lead partner
2. Confcommercio Unione Metropolitana di Venezia (Italy)
3. City Council Cullera (Spain)
4. Institute for Sport Governance (Poland)
5. European Network for Innovation and Knowledge (Netherlands)
6. ENOS – European Network of Outdoor Sports (France)

Work package 1 is led by University of Valencia and is focused on project management

Work package 2 is led by Confcom and is focused on Community involvement. The objectives are :

- To actively involve and engage local communities and key stakeholders from pilot territories
- To facilitate the diffusion and replication of project approaches in other areas, outside pilot territories and the long-term sustainability of the project

Work package 3 is led by Cullera and is focused on training and education. The objectives are:

- Developing environmental awareness and trainers skills
- Design, plan and implement pilot training and didactic courses for different targets

Work package 4 is led by Fundacia Institute for Sport Governance and is focused on the development of local pilot activities. The objectives are:

- Pilot actions development in each specific site
- Trails and routes mapping
- Audio guide creation

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Work package 5 is led by the Stichting European Network for Innovation and Knowledge and is focused on communication. The objectives are:

- External Communication will Inform about new models of environmentally-friendly sports practice, engage with local communities by increasing sense of responsibility and participation, share results with a wide audience in order to raise environmental awareness among sport participants and recreational athletes, promote Erasmus+.
- Dissemination actions ensure that all project's results are shared among shareholders, scientific communities for the take-up & exploitation, and policymakers. They will have a lasting effect in raising general environmental awareness in Natura 2000 sites after the project's completion.

Appendix 2 – Beyond Horizons project

The Beyond Horizons project has been developed by ENOS members and is funded through the KA220-YOU - Cooperation partnerships in youth.
The purpose of this project is to share and promote good practices on the topic of inclusion and outdoor sports for young people at risk of marginalization: school dropouts, living in priority education areas, isolated rural areas, or migrants, in the post-covid context. The aim of the three-year action project is to achieve a higher-performing practices and a more inclusive culture in the outdoor sports sector.

The project is focused on upskilling the outdoor sports sector to be better equipped and have confidence to engage disadvantaged young people with sustained, long term participation in outdoor sports. It seeks to ensure that the partners and sector would have greater awareness of other EU funds for learning mobility and how to use this for inter cultural connectivity in the outdoor sports sector.
Finally it is concerned that young people and outdoor sports are empowered to participate sustainably and how to measure and mitigate carbon impact.

Partners:

1. ENOS – European Network of Outdoor Sports (France)
2. International Sport and Culture Association ISCA (Denmark / Europe)
3. County Administrative Board Länsstyrelsen Västernorrland (Sweden)
4. Protect Our Winters (Austria / Europe)
5. Kungliga Tekniska Hoegskolan (Sweden)
6. En Passant Par la Montagne (France)
7. Sport Ireland (Ireland)
8. Cykelfrämjandet (Sweden)
9. CREPS Rhone Alpes (France)
10. Nord-Troms friluftråd (Norway)

Work package 1 is led by ENOS and is focused on project management including budgetary control, quality assurance, risk management and mitigation and sustainable practices.

Work package 2 is led by Sport Ireland and is focused on the assessment of issues and desktop research. The objectives are :

- To gain greater understanding of the main challenges and barriers facing young people especially those at risk of social exclusion to be able to engage in long term sustained participation and learning mobility in and through outdoor sports.
- To examine any examples of where outdoor sports organisations have overcome these barriers and challenges and to ascertain how this was done and the degree of effectiveness that have been achieved.
- To identify good practice sustainable mobility and education of young people through outdoors sports utilising an impact measuring system
- To understand what partners to the project are facing themselves in terms of challenges and barriers and also what has been done to help overcome these barriers and to capture these
- To ascertain what environmentally sustainable education programmes are being implemented in conjunction

with the outdoor sports opportunities offered.
- To examine good practice in other non-EU countries in terms of creating long term sustained participation and environmental education for disadvantaged young people.
- To examine methods and learning between different outdoor and mountain sport disciplines
- Research will also be conducted on academic papers and related published findings on best practices to sustainable engage youths
- To develop a bespoke framework to measure impact of projects and programmes to engage, connect and empower young people through outdoor sports using the question bank and methodology created by the BOSS project.
- To create a youth panel in each partner organisation and engage them to assist in the review of the challenges and barriers

Work package 3 is led by Länsstyrelsen Västernorrland (LVN) and is focused on knowledge sharing and developments. The objectives are:
- To build relationships and mutual understanding between the partners to enhance the collaborative working and sense of team unity in the project
- To develop the knowledge and experience of partners by creating mobility learning experiences that showcase examples of good practice within the various partner countries
- To create a database of examples of good practice from the knowledge exchange and sharing
- To examine how climate, geography, culture and ethnicity can impact on outdoor sports participation for young people and also to examine the types and range of activities that are available in different countries to see if that has a positive negative or neutral impact on participation.
- To better understand the challenges associated with sustainable mobility in light of challenges presented by the climate emergency and seek out ways to make it easier to travel sustainably.
- To utilise the Carbon calculation tool developed by the SEE project to measure understand and offset the carbon impacts of the exchange meetings

Work package 4 is led by International Sport and Culture Association (ISCA) and is focused on toolkit development and testing. The objectives are:
- Developing/defining principles for sustainable mobility and education of young people through outdoor sports
- Extracting examples of good practice from desktop research in WP1 existing programmes that have involved mobility and education for young people
- Defining the gaps of knowledge in the outdoor sports sector to be able to provide opportunities for local young people
- Developing and applying resources from the SEE Project on sustainable travel and mobility
- Developing new educational material based on the lessons learned from the exchange programme that will be freely available online
- Developing a freely available, online toolkit to provide material for supporting organisations to empower young people to engage in and potentially gain qualifications in mountain based outdoor sports .
- Providing tools to enable organisations to understand the impacts of projects in terms of the benefits that are created using systems developed through the BOSS project.
- Helping European outdoor sport organisations empower young people to be leaders in sustainable and responsible developments mountain based outdoor sports.

Work package 5 is led by Protect Our Winters and is focused on dissemination. The objectives are:
- To create visibility about the project and its deliverables to ensure a wide uptake and engagement and thus help achieve the ultimate objective of promoting integration and physical activity among young people at risk of social exclusion through outdoor sports.

- To ensure the visibility, outreach and impact of the project activities and outputs both within the direct partners and beyond through online marketing, thus it is contributing as a red thread to enable all objectives of the project